

MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL

held at Fakenham Connect, Oak Street, Fakenham

on TUESDAY 18th FEBRUARY 2020 at 7:00pm

PRESENT:

Councillor G Foortse (Chairman, presiding)

Town Cllrs: M Dutton, M Campbell, P Bucknell, D Andrews, J Griffiths, G Acheson, J Rockett, S Mears, M Coates, J Holdom, G Thorpe

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Rest, C Cushing

County Councillor: T Fitzpatrick

Police: None

Press: J Harding (Lynn News) A McMillan (EDP)

Public: 2 Members of the public

		Action (initials)
231	TO ALLOW FAKENHAM POLICE TO GIVE A REPORT No police were present and no report had been sent.	
232	TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS An elector asked if plans for Norwich Long Lane were known, in relation to the Northern development. Councillors replied that they did not know any definite plans. County Cllr Fitzpatrick asked the elector to contact him tomorrow to discuss the matter. A lady from Community Action Norfolk explained what her organisation does regards helping residents who are isolated and lonely and how the various projects are funded. A new operation called No Cold Shoulder will begin in April and is a befriending project.	TF
233	TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING Cllr Fitzpatrick – Gave an update on the progress with the Post Office in Fakenham. The Registrar’s Office should be open again soon with the possibility of opening for more hours than previously. The County Revenue budget has been agreed with a 3.99% increase in Council Tax. This equates to £54.27 per Band D property. The majority of the extra money raised will be going to fund Adult Social care and Children’s Services. Cllr Rest – A further update on the progress with the Post Office was given. It is hoped a temporary solution will be up and running within the next few weeks, but it is not known which premises this will be provided from. Cllrs agreed to ask the Post Office if there is anything that they can do to help speed up the process. The entrance and exit of Bridge Street car park are to be realigned to make it easier for drivers to use. An update on the installation of electric charging points in the Council car parks was given. Cllr Cushing - Suggested that applying for Big Society funding might be an	

	<p>option for funding the Park Run. Cllr Bucknell will pass this information on to the organisers. Cllr Cushing was asked what was happening about the disabled parking spaces being used by able bodied drivers at the Sports Centre. Cllr Cushing explained that these spaces were being added to the Parking Orders and once this is complete abuse of the spaces would lead to fines.</p> <p>Cllrs were informed about the poor state of repair of the Old Post Office building on Queens Road. District Councillors were aware of this and have reported it to the relevant authorities</p> <p>Cllrs Cushing, Rest and Fitzpatrick left the meeting.</p>	PB
AGENDA		
234	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies for absence were received and accepted from Cllrs Hannon, Glynn, Duffy and District Councillor Punchard.</p>	
235	<p>DECLARATIONS OF INTEREST There were none.</p>	
236	<p>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21st JANUARY 2020 AND THE EXTRAORDINARY MEETING ON 28TH JANUARY 2020 226.1 The minutes of the meeting held on 21st January 2020 were on the proposition of Cllr Acheson and seconded by Cllr Griffiths, AGREED and signed by the Chairman. 226.2 The minutes of the Extraordinary meeting held on 28th January 2020 were on the proposition of Cllr Griffiths and seconded by Cllr Mears, AGREED and signed by the Chairman.</p>	
237	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA Minute 203 – Post Office. This was discussed earlier in the meeting. Minute 208– VE Day plans This is to be a celebration rather than a memorial and plans are well in hand. Minute 208 – Library Triangle The installation of the seats has been delayed because of the coronavirus in China, the place where the town crest for the seats was being made. The crest will now be purchased from a British firm and should be ready in the next few weeks. Minute 212 – Town Notice Board – Replacement surface The Clerk informed the meeting that a new waterproof, self-sealing surface could be provided for the notice board at a cost of £272.33. Cllr Acheson proposed, and Cllr Coates seconded that the new surface should be installed on the existing board and a further additional board at a new site should be installed in the future. Cllr Dutton counter proposed, seconded by Cllr Thorpe that this should be on the next L&E agenda to discuss the matter further. With 4 votes for, 1 against and 7 abstentions, the counter proposal was carried. Cllr Acheson added that the artwork needed to repair the cracked information table in the market square would cost £450. This is to be an agenda item for the next D&M meeting. Minute 213 – Electric Charging Stations on District Council car parks. This was discussed earlier in the meeting. Minute 221 – Town Assembly Date This has been booked for Wednesday 24th June in the Community Centre.</p>	Clerk
238	<p>TO FILL ONE TOWN COUNCILLOR VACANCIES BY CO-OPTION There were no applicants</p>	

239	<p>TO RECEIVE THE MAYORS ANNOUNCEMENTS</p> <p>Attended the exhibition of proposed plans for the new SEN school on the old College site, gave a speech to ladies Probus, and attended the first surgery of Jerome Mayhew MP.</p>	
240	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</p> <p>Cllr Coates - attended the Town Band AGM</p> <p>Cllr Acheson - attended the exhibition of proposed plans for the new SEN school on the old College site and the Gas Museum Trust meeting</p> <p>Cllr Dutton - has been working on the IT provision for the office with the Clerk.</p> <p>Cllr Holdom - attended the first surgery of Jerome Mayhew MP. Informed the meeting of the upcoming NALC spring conference on 4th April. Anyone wishing to attend should speak to the Clerk.</p>	
241	<p>DECISION LOG AND CLERKS REPORT</p> <p>Full Council – Market place setts. This is ongoing. The area which needed doing to replace the tarmac infills is not being done. It was agreed to invite Steve White, highways engineer, to the next full council meeting for him to explain what is happening.</p> <p>L&E 29 – awaiting the groundsmen to complete their chainsaw training.</p> <p>Finance 25 – office computer system. This is to be added to the next P&R meeting agenda.</p> <p>L&E 88 – Clearing the roundabouts. This is to be an agenda item at the next L&E meeting.</p> <p>Full Council 164.4 – Add “enquiries are continuing with charity law experts”</p> <p>Full Council 166 – New dates will be organised for Councillor training. All new councillors must try to attend</p> <p>L&E 95 – The new equipment has been ordered and will hopefully be installed before Easter.</p> <p>D&M 157 & L&E 110– the Clerk is to chase FACT to get this matter resolved as soon as possible.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
242	<p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</p> <p>If any Councillor would like the link to the “Local Government Boundary Commission – extension to the consultation” please let the Clerk know. The Great British Spring Clean is due to take place from March 20th to 13th April 2020. This is to be an agenda item for the next L&E meeting.</p>	<p>Clerk</p>
243	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 3rd & 17TH FEBRUARY 2020</p> <p>243.1 The minutes of the meeting held on 3rd February 2020 were moved for reception and adoption by Cllr Acheson Seconded by Cllr Campbell and agreed unanimously.</p> <p>243.1 The minutes of the meeting held on 17th February 2020 were moved for reception and adoption by Cllr Acheson Seconded by Cllr Thorpe and agreed unanimously. Minute 190 – referred to the level of market tolls grants for Christmas lunches being capped at £10 per head with no one individual benefitting from more than one subsidy. On the proposition of Cllr Acheson, seconded by Cllr Thorpe this was agreed by all.</p>	
244	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 29th JANUARY 2020</p> <p>244.1 The minutes of the meeting held on 29th January 2020 were moved for reception and adoption by Cllr Coates, Seconded by Cllr Dutton and agreed unanimously.</p>	

245	<p>FINANCIAL MATTERS</p> <p>245.1 To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for January 2020 On the proposition of Cllr Mears, seconded by Cllr Griffiths RESOLVED to receive and approve the payment of the accounts for January 2020 and the bank reconciliation statements as reviewed by the finance committee for January 2020.</p> <p>245.2 To receive and approve the Charter Market Receipts & Payments and Consolidated Bank reports for January 2020 On the proposition of Cllr Acheson, seconded by Cllr Campbell RESOLVED to receive and approve the payment of the accounts for January 2020 and the bank reconciliation statements as reviewed by the finance committee for January 2020.</p> <p>245.3 To Receive Minutes of Finance Committee Meeting 17th February 2020 The minutes of the meeting held on 17th February 2020 were moved for reception and adoption by Cllr Holdom, Seconded by Cllr Acheson and agreed unanimously. Minute 88, the quote for the revised fee for Stephenson Smart services for the coming year was noted.</p> <p>245.4 Finance Team Report. The meeting was made aware that one of the Stephenson Smart accounts team dealing with FTC accounts is leaving but a replacement will be found.</p>	
246	<p>TO NOTE THAT FAKENHAM TOWN BAND WILL BE CELEBRATING THEIR 140TH ANNIVERSARY IN 2021 FTC will await further detail of any celebrations.</p>	
247	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S 137 Under the provisions of Section 137 of the Local Government Act 1972 the following expenditure should be incurred which, in the opinion of the Council is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure: a) Priscilla Bacon Hospice b) Fire Fighters Charity It was agreed to postpone both of these applications until the next Full Council meeting when details of funds still available will be to hand.</p>	Clerk/JH
248	<p>TO RECEIVE AN UPDATE ON THE NORWICH WESTERN LINK This was noted</p>	
249	<p>ACTIVE FAKENHAM – FAKENHAM SUN FESTIVAL OF IDEAS This is to take place on 7th March 202- at 1:30pm st the Fakenham Academy</p>	
250	<p>TO DISCUSS THE TEMPORARY CLOSURE OF THE REGISTRATION SERVICE IN FAKENHAM This was discussed earlier in the meeting.</p>	
251	<p>TO RECEIVE AND APPROVE COUNCIL MEETING DATES FOR 2020-21 The header needs to be updated, but the meeting dates were accepted.</p>	
252	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA The agenda for the extraordinary meeting with Jerome Mayhew MP – Friday 27th March 2020. Time to be confirmed. Each committee is to co-ordinate questions to be asked of Mr Mayhew.</p>	Clerk

253	TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960. On the proposition of Cllr Coates seconded by Cllr Thorpe RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that Public & Press be excluded from the Meeting, as publicity would be prejudicial to the public interest by reason of the nature of the business to be transacted.	
254	TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS 254.1 The minutes of the Full Council meeting held on 21 st January 2020 were on the proposition of Cllr Foortse and seconded by Cllr Mears, AGREED and signed by the Chairman.	
255	TO DISCUSS TOWN COUNCIL ACCOMMODATION See confidential minute.	
256	TO REITERATE COUNCILLOR DUTIES AND TRAINING See confidential minute.	
257	TO MOVE INTO OPEN SESSION On the proposition of Cllr Coates seconded by Cllr Thorpe RESOLVED the Council moves into Open Session.	
	There being no further business the meeting closed at 20:45 Confirmed this day of 2020 <p style="text-align: right;"><u>CHAIRMAN</u></p>	