

MINUTES of the proceedings at a Meeting of the

FULL COUNCIL

WHO MET VITUALLY VIA ZOOM

Tuesday 15th December 2020 AT 6PM

PRESENT:

Councillor G Footse (Chairman, Presiding)

Cllrs: V Joslin, G Thorpe, M Dutton, M Campbell, A Glynn, J Holdom, G Acheson, T Duffy, D Andrews, D Hunter

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Rest, J Punchard, C Cushing

County Councillor: T Fitzpatrick

Police: None

Press: A McMillan (EDP)

Public: None

		Action (initials)
148	TO ALLOW FAKENHAM POLICE TO GIVE A REPORT Crime figures and Police Newsletters have been sent to all Councillors. PC Dawson had also sent a report which had been circulated to all Councillors.	
149	TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS It was reported by District Cllr Punchard that several streetlights in the Town were not working. He suggested a survey of the lights should be carried out. The new seat on the Library Triangle does not appear to drain properly. It was noted that one drain was blocked, and this will be dealt with. A request was made for the re-surfaced highway on Norwich Road to be swept again as there are still loose chippings which are causing problems. A Councillor also noted that the new road surface was lifting and exposing the original surface. This needs addressing. The Clerk is to email details to Cllr Fitzpatrick who will contact Highways. Cllr Andrews joined the meeting	Clerk / TF
150	TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING Cllr Punchard – stated that he had taken part in the Policy and Built Heritage meeting at NNDC. He was surprised to learn that no comments had been received from Fakenham Town Council on this policy. Cllr Duffy thought that a report had been sent but will look into this. Cllr Rest –gave an update on the progress with the new toilet block on Queens Road car park. The electric charging points on the car park are still awaited. A structural survey has been carried out on the Newman building in Norwich Street and as soon as the report is available, he will forward it to Councillors. NNDC are looking into what action can be taken to prevent visitors coming to the area to	TD JR

	<p>second homes over Christmas from COVID-19 hotspots. There is an NNDC Full Council meeting tomorrow evening.</p> <p>Cllr Holdom asked if there was any further information regarding the recent survey on the Community centre. Cllr Rest said that this is to be debated at Full Council tomorrow.</p> <p>Cllr Cushing – reported that the Northern Development outline planning application has been passed. There is to be a parish boundary review which may affect Fakenham. A few properties on Sandy Lane which are currently in Sculthorpe may be put into Fakenham.</p> <p>Cllr Fitzpatrick – A report has been sent to the Clerk and forwarded to all Councillors. This included a COVID-19 update, progress on the new SEN school on the old college site, support for Norfolk businesses and digital equipment and support for young people,</p> <p>The District & County Councillors wished everyone a Merry Christmas and a Happy New Year. Cllr Foortse wished them a Merry Christmas and thanked them for all their hard work and support over the last year. They then left the meeting.</p> <p>Cllr Hunter joined the meeting</p>	
AGENDA		
151	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.</p> <p>Apologies for absence were received and accepted from Cllrs P Hannon, P Bucknell and Coates.</p>	
152	<p>DECLARATIONS OF INTEREST</p> <p>Cllr Holdom declared a non-pecuniary interest in item 14 on the agenda.</p>	
153	<p>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 20th October 2020.</p> <p>153.1 The minutes of the meeting held on 17th November 2020 were on the proposition of Cllr Hunter and seconded by Cllr Holdom, AGREED and will be signed by the Chairman when the Council is next able to meet.</p> <p>153.2 The minutes of the meeting held on 1st December 2020 were on the proposition of Cllr Hunter and seconded by Cllr Thorpe, AGREED and will be signed by the Chairman when the Council is next able to meet.</p>	
154	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</p> <p>Minute 125 – Fakenham Police presence in the Town</p> <p>This matter was dealt with in the report received from the police.</p> <p>Minute 125 (30,9,290, 264,237) – Library Triangle seats – update from Cllr Duffy. This is now complete.</p>	
155	<p>TO RECEIVE THE MAYORS ANNOUNCEMENTS</p> <ul style="list-style-type: none"> • The Christmas Window competition has taken place – 1st Place Fakenham Foot Care and all things Feet, 2nd place – Scent with Love and 3rd Place – Oliver Lamps. The trophy will be awarded to the winner on Friday. • Cllr Foortse thanked Fakenham Area Partnership for the Christmas lights display which they have provided for the Town. • Cllr Foortse thanked the Council Office and Grounds staff for all their hard work over the last year and for keeping everything going under difficult circumstances. • Thanked all the Councillors for their hard work and commitment over the last year and wished everyone a Merry Christmas. 	

156	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</p> <p>Cllr Holdom – Norfolk Wellbeing have made full face visors available to local community groups and there are still a few left. If anyone is interested further details can be obtained from the office.</p>	
157	<p>DECISION LOG AND CLERKS REPORT</p> <p>L&E 29 – Trap Lane Container – This is an agenda item for the next L&E meeting.</p> <p>Full Council 97 – “Slow” road markings for Holt Road – A parish partnership grant application has been submitted to purchase “Sam2” speed awareness signs.</p> <p>Full Council 112 – Trap Lane Field sporting facilities – This is being dealt with by L&E</p> <p>L&E 69 – Footpath between Millennium Park and the Junior School – This is still being investigated but does not belong to NNDC or Highways.</p> <p>L&E 72 – CCTV for Millennium Park – this is on the agenda for L&E.</p> <p>L&E 72 – Depot – This is on the agenda for L&E</p>	
158	<p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</p> <p>None received</p>	
159	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 23rd November and 7th December 2020</p> <p>159.1 The minutes of the meeting held on 23rd November 2020 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Acheson and agreed unanimously.</p> <p>159.2 The minutes of the meeting held on 7th December 2020 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Thorpe and agreed unanimously. Cllr Duffy drew attention to the proposed parking plan for the Town centre. Once ratified, this will be taken forward.</p>	
160	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 24th November 2020</p> <p>160.1 The minutes of the meeting held on 24th November 2020 were moved for reception and adoption by Cllr Dutton Seconded by Cllr Andrews and agreed unanimously.</p>	
161	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY & RESOURCES COMMITTEE HELD ON 8th December 2020</p> <p>161.1 The minutes of the meeting held on 8th December 2020 were moved for reception and adoption by Cllr Foortse Seconded by Cllr Holdom and agreed unanimously.</p>	
162	<p>FINANCIAL MATTERS</p> <p>162.1 To receive and approve Fakenham Town Council & Charter Market Receipts & Payments November 2020</p> <p>On the proposition of Cllr Holdom, seconded by Cllr Duffy RESOLVED to receive and approve the receipts and payments of the accounts as reviewed by the finance committee for November 2020</p> <p>160.2 To receive and approve Fakenham Town Council and the Charter Market Consolidated Bank reports for November 2020</p> <p>On the proposition of Cllr Holdom, seconded by Cllr Dutton RESOLVED to receive and approve the bank reconciliation statements as reviewed by the finance committee for October 2020.</p> <p>160.3 To Receive Minutes of Finance Committee Meetings held 7th December 2020</p> <p>The minutes of the meeting held on 7th December 2020 were moved for reception and adoption by Cllr Holdom, seconded by Cllr Acheson and agreed</p>	

	<p>unanimously. The Clerk noted that after that meeting a quote for the motor insurance was received for £432.02, a saving of more than £670 on that agreed at the finance committee meeting.</p> <p>160.4 To Discuss the Budget for 2021/2022 Cllr Holdom had received several questions regarding the proposed budget before the meeting which she had endeavoured to answer. There was concern amongst some Councillors regarding the amount of money that had been put aside for grants. It was noted that a large grant had been awarded to a Youth organisation last year. There was a long discussion regarding what amount should be budgeted for this purpose. It was also suggested that the precept demand should be frozen this year due to the financial effects of COVID -19 on the Towns residents. Cllr Foortse proposed an extraordinary meeting in January just to discuss the budget in time for the submission of the Precept demand, This was agreed by all.</p> <p>Cllr Glynn left the meeting.</p> <p>160.5 To Consider Proposals for 2021/2022 Precept This will be discussed at the extraordinary meeting in January 2021</p> <p>160.6 To Receive Finance Team Report The Accountants have been contacted by the Internal Auditor regarding information/documents required and is working through this.</p>	
161	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S137 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: East Anglia's Children's Hospices (EACH) On the proposition of Cllr Holdom seconded by Cllr Foortse and agreed by all that £150 should be awarded to EACH.</p>	
162	<p>TO RECEIVE A REPORT FROM EP YOUTH It was noted that EP Youth had been awarded a substantial grant last year and at the time had been asked to provide quarterly reports as to how the money had been spent. These reports have not been received. It was agreed that Cllr Foortse would approach the organisation and request a formal end of grant report.</p>	GF
163	<p>TO DISCUSS THE INVITATION TO BECOME A DIRECTOR OF NFKALC It was noted that Cllr Joslin is FTCs representative at NfkALC, but any of the Councillors can put themselves forward to be a Director.</p>	
164	<p>TO DISCUSS SPORTING FACILITIES IN FAKENHAM This is being worked on by the re-generation working party.</p>	
165	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA</p> <ul style="list-style-type: none"> • Review remote working and COVID-19 tiers • Obtaining a permanent Post Office in the Town 	
166	<p>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 Duffy 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.</p>	
166	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS</p>	

	<p>166.1 The minutes of the Full Council meeting held on 17th November 2020 were moved for reception and adoption by Cllr Acheson Seconded by Cllr Dutton and agreed by all.</p> <p>166.2 The minutes of Human Resources meeting held on 30th November 2020 were moved for reception and adoption by Cllr Acheson Seconded by Cllr Thorpe and agreed by all.</p>	
167	<p>TO DISCUSS TOWN COUNCIL ACCOMMODATION See Confidential Minute</p>	
168	<p>TO MOVE INTO OPEN SESSION On the proposition of Cllr Duffy seconded by Cllr Thorpe RESOLVED the Council moves into Open Session.</p> <p>Cllr Hunter gave his apologies for the next meeting 19th January 2021</p>	
	<p>There being no further business the meeting closed at 19:40</p> <p>Confirmed this day of 2021</p> <p style="text-align: right;"><u>CHAIRMAN</u></p>	