

MINUTES of the FULL COUNCIL MEETING
of FAKENHAM TOWN COUNCIL
held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM
on TUESDAY 23RD NOVEMBER 2022 at 6:00pm

PRESENT:

Councillor A Glynn (Chairman, Presiding)
 Cllrs: G Acheson, V Joslin, M Dutton, J Holdom, D Hunter, M Campbell, T Duffy, D Andrews, G Foortse and M Coates.

Town Clerk: Granville Hawkes

District Councillor: Cushing.

Public: Two members of the public

The Press: A. McMillan Eastern Daily Press

		Action (initials)
AGENDA		
140	<p>TO RECEIVE A REPORT FROM FAKENHAM POLICE There was no formal report from the Police but Cllr Glynn confirmed that a meeting had taken place with Inspector Terri Cooper-Barnes and quarterly meetings will take place to exchange information. The next meeting will include a discussion about our approach to future traveller visits.</p>	
141	<p>TO RECEIVE ANY ELECTORS' QUESTIONS The Clerk confirmed that he had received a response from County Cllr Fitzpatrick regarding the number of recent road closures in Fakenham which will be circulated to Councillors. Cllr Acheson reported that while some of the Wensum project had started well the North bank looked untidy, Cllr Hunter advised that following removal of fallen trees it looked bare but the area would quickly recover. Cllr Glynn advised that the A board causing a problem outside the Red Lion had been moved, a letter will be sent to Mr Gibson who raised it as an issue. Cllr Campbell had been contacted by the delivery driver to McColls about the road closure on Thursday market day, the Clerk will respond.</p>	Clerk
142	<p>TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS Dist Cllr Punchard reported that responses from Councils and individuals would be considered to the 2016-2036 Local Plan at the December and January council meetings. Dist Cllr Cushing reported that the overgrown hedge running parallel with Thorpeland Road had been cut back.</p>	
143	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllrs P Bucknell, G Thorpe, J Griffiths and District Cllr J Punchard.</p>	

144	DECLARATIONS OF INTEREST None	
145	TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18th OCTOBER 2022 The minutes of the meeting held on 18 th October 2022 were on the proposition of Cllr Coates and seconded by Cllr Duffy, AGREED, and signed by the Chairman.	
146	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA The Clerk confirmed receipt of a letter of thanks from the Nurture Project for their grant of £1,000.	
147	TO RECEIVE THE MAYORS' ANNOUNCEMENTS Cllr Glynn confirmed that along with other Councillors she attended the Armistice and Remembrance events of the 11 th & 13 th November.	
148	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL Cllr Holdom reported that the Christmas light switch on was arranged for the 26 th November. Cllr Duffy reported that the Heritage Trail board had been attached to the Boots railings. Cllr Joslin had attended a NALC webinar on empowering Communities and will email a report to the Clerk Cllr Glynn reported a meeting with Nigel Middleton of the Hawk & Owl Trust on site at Hayes Lane/Goggs Mill to discuss improving the verges and footpath in that area. A further report will be presented to the Leisure & Environment committee. Cllr Glynn reported a meeting with the Reverend Tracy Jessop who will be invited to a future Town Council meeting. Cllr Campbell reported that work had started at Fakenham Academy on the new multi use games area.	Cllr Joslin
149	TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION The Clerk advised there was nothing new to report	
150	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON THE 7th NOVEMBER 2022 The minutes of the meetings held on the 7 th November 2022 were moved for reception and adoption by Cllr Glynn, seconded by Cllr Andrews, and agreed unanimously. Cllr Acheson reported that following negotiations between the Developer on the Norwich Road site a way forward had been agreed with NNDC Highways to widen the road.	
151	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE ON THE 25th OCTOBER & 15th NOVEMBER 2022 The minutes of the meetings held on the 25 th October & 15 th November 2022 were moved for reception and adoption by Cllr Joslin, seconded by Cllr Coates, and agreed unanimously.	
152	TO RECEIVE AND ADOPT THE MINUTES OF THE POLICIES & RESOURCES COMMITTEE ON THE 8th NOVEMBER 2022 The minutes of the meeting held on the 8 th November 2022 were moved for reception and adoption by Cllr Glynn, seconded by Cllr Holdom, and agreed unanimously. Members agreed to the amendment of Standing Orders 5 (c) and 5(d) (i) as agreed at the October Policy & Resources meeting minute 130 in respect of meeting dates and times.	

153	<p>FINANCIAL MATTERS – MONTHLY REPORTS</p> <p>153.1 To receive and approve Fakenham Town Council & Charter Market Receipts & Payments Reports for October 2022 On the proposition of Cllr Dutton, seconded by Cllr Glynn, RESOLVED to receive and approve the receipts and payments of the accounts as reviewed by the finance committee for October 2022.</p> <p>153.2 To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for October 2022 On the proposition of Cllr Dutton, seconded by Cllr Holdom, RESOLVED to receive and approve the consolidated bank reports as reviewed by the finance committee for October 2022.</p> <p>153.3 To approve Minutes of Finance Committee Meeting held 14th November The minutes of the meeting held on 14th November 2022, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Glynn and agreed unanimously.</p> <p>153.4 To receive a report on 2022-2023 Interim Internal Audit inspection on 17th November 2022 The Clerk reported that the report had been completed and was currently in draft form before circulation to members.</p> <p>153.5 To receive 2023-2024 budget working schedule to date. The latest draft figures were presented and circulated to members.</p> <p>153.6 To receive the Finance Team report Cllr Dutton reported that the overtime hours for the Thursday Charter Market road closure had been consolidated into the groundsman's pay.</p>	
154	<p>TO FOLLOW UP 2022 END OF YEAR INTERNAL AUDIT RECOMMENDATIONS Cllr Dutton reported that recommendations had been actioned apart from the Clerk updating the asset register.</p>	Clerk
155	<p>TO CONSIDER 2023 BOUNDARY REVIEW REVISED PROPOSAL Cllr Glynn advised that the town will remain as part of the Broadland & Fakenham constituency, although this will not be ratified until July 2023.</p>	
156	<p>TO RECEIVE A REPORT FROM EP YOUTH & CONFIRM GRANT PAYMENT A positive updating report had been received and circulated to members, on the proposition of Cllr Glynn, seconded by Cllr Dutton, i57was agreed by all to release the 4th quarterly payment of the agreed S137 grant agreed in September 2021.</p>	

157	<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.</p> <p>On the proposition of Cllr Coates seconded by Cllr Andrews 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>	
158	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE MEETINGS DETAILED BELOW</p> <p>The confidential minutes of the Full Council meeting held on 18th October 2022 and Policy & Resources held on the 9th November were on the proposition of Cllr Glynn and seconded by Cllr Holdom, AGREED by all, and signed by the Chairman. The confidential minutes of the Leisure & Environment committee meeting of the 25th October & 15th November 2022 were on the proposition of Cllr Joslin, seconded by Cllr Glynn, AGREED by all, and signed by the Chairman. The confidential minutes of the Development & Market committee meeting on the 7th November 2022 were, on the proposition of Cllr Glynn, and seconded by Cllr Acheson, AGREED by all, and signed by the Chairman</p>	
159	<p>TOWN COUNCIL ACCOMODATION</p> <p>One matter was discussed</p>	
160	<p>TO DISCUSS STAFF MATTERS</p> <p>One staff matter was discussed.</p>	
161	<p>WHITELANDS WALL</p> <p>One matter was discussed</p>	
162	<p>TO MOVE INTO OPEN SESSION</p> <p>On the proposition of Cllr Hunter seconded by Cllr Glynn RESOLVED the Council moves into Open Session.</p>	
163	<p>There being no further business the meeting closed at 19.02pm</p> <p>Confirmed this day of 2022.</p> <p style="text-align: center;"><u>CHAIRMAN</u></p>	
