



Fakenham Town Council

Fakenham Connect

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Full Council Meeting

Date: **Wednesday 27th August 2025**

Time: **18:00**

Location: **LOUNGE AREA, COMMUNITY CENTRE, OAK STREET, FAKENHAM**

Members are hereby summoned to attend the above meeting to discuss the following items. Please take a moment to review each agenda item carefully beforehand

Councillors: A Glynn (Mayor), V Joslin (Deputy Mayor), George Acheson, Penelope Bucknell, Mark Campbell, Tim Duffy, Martin Dutton, Carl Fairbrother, Lucy Harrison, David Hunter, Ali May-Hannam, Jim Rockett

Yours faithfully

L Meanley

Lesley Meanley

Town Clerk

21st August 2025

Number	Agenda	Pack Page
108/25	Open Forum for Public Participation a) To receive a report from Fakenham Police b) To receive any Electors Questions: Members of the public will be invited to ask questions of the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item is limited to 10 mins c) To receive any reports from District/County Councillors For time management purposes, if possible written reports are requested prior to the meeting to facilitate Q&A only at the meeting.	1-2
109/25	To hear from Debi Haden and Claire Chapman, Community Outreach Officers, on Healthier Norfolk & Community Outreach	
110/25	To consider for acceptance apologies for absence	
111/25	Declarations of Interest: Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda	
112/25	To confirm the Full Council Minutes of the Meeting held on 30th July 2025	3-7
113/25	To receive an update on actions taken after the last Council Meeting if these matters are not included on the agenda or Clerk update	8
114/25	To receive the Mayor's Announcements	
115/25	To receive any reports from Councillors who have attended Meetings outside the Council	

116/25	To receive and note correspondence and comment upon any items for information and action	
117/25	<p>To confirm the Minutes of the Facilities & Amenities Committee held on:</p> <ul style="list-style-type: none"> 12th August 2025. To note: <p>65/25 FA To discuss a quotation for establishing FRGC's Aldiss Park boundaries and land registration A quotation has been received for £1200 net plus searches for legal services, plus Land registry fees. A land registry compliant survey is also required, quote received for £1050 net plus plans. The benefits to FRGC of establishing registration would be proof of ownership would make grant or funding approvals easier for any works to the park and woodland, plus clear boundaries assist with avoiding land disputes. All agreed to recommend to Full Council.</p> <p>67/25 FA To discuss the results of the 2025 Streetlight survey and consider a quotation for emergency works On the proposition of Cllr Joslin, seconded by Cllr Glynn all agreed to recommend to Full Council the urgent works on 7 columns quotation for £10,340 net to come from the General reserves and to trim back tree and shrub branches from 9 columns for £585 net from the Highways Verges budget.</p>	9-11
118/25	<p>To confirm the Minutes of the Governance & Finance Committee held on:</p> <ul style="list-style-type: none"> 19th August 2025. To note and/or approve: <p>48/25 GF To note the current Income and Expenditure Budget vs Actuals report Cllrs RESOLVED to approve for presentation and approval by Full Council. Cllrs noted that event expenditure is over budget, but sponsorship has been received, recorded as Income in Miscellaneous Receipts. After due discussion and consideration Cllrs decided unexpected expenditure required for urgent streetlighting repairs as recommended to Full Council by the Facilities & Amenities Committee meeting of the 12th August 2025, would be a legitimate use of the General Reserve. Any excess budget lines at year end, not specifically carried forward as an Earmarked Reserve, would go back to the General Reserve. On the proposition of Cllr Dutton, seconded by Cllr Harrison, agreed by all to use the General Reserve to fund urgent streetlight repairs.</p> <p>52/25 GF To receive and recommend to Full Council for approval the 2024-25 Connect Building Service Charge Year End Reconciliation Report and Adjustment Invoice £1,608.69 All agreed to recommend to Full Council</p>	12-14
119/25	To note and approve the recommendation of the Governance & Finance Committee held on 22 nd July 2025 deferred from 30 th July 2025 Full Council	

	<p>31/25 GF To discuss the reallocation of Budget funds following issue of first quarterly Income and Expenditure Budget vs Actuals report</p> <p>Councillors discussed budget requirements and RESOLVED to meet the necessary expenditure by approving the following amendments and virement, and to recommend to Full Council a withdrawal from the relevant Earmarked Reserve:</p> <ul style="list-style-type: none"> • Cemetery Expenditure - £26,000 approx. <p>£18,000 allocated in the current Cemetery budget. An additional £5,000 to be reallocated from the Cemetery brickwork budget (the brickwork project to be deferred and given a separate budget in 2026/27), and £3,000 to be vired from the underspend on the Allotment surveys.</p> <ul style="list-style-type: none"> • UTV - £18,000 approx. <p>To be funded by £12,500 from the Machinery EMR and £5,500 from the New Machinery budget line. Any underspend remaining on the New Machinery budget at the end of the financial year is to be reallocated to the Machinery EMR.</p> <ul style="list-style-type: none"> • Trees and Streetlights <p>Costs are currently unknown and will be considered as they become available, with prioritisation as necessary.</p>	
120/25	<p>Financial Matters –</p> <ol style="list-style-type: none"> To receive and review July 2025 payments and receipts for Fakenham Town Council and Charter Market To receive and review July 2025 consolidated bank reconciliation reports for Fakenham Town Council and Charter Market bank accounts To note the current Income and Expenditure Budget vs Actuals report To receive and approve the July 2025 schedule of payments over £500 for display on the website 	
121/25	<p>To Receive the following applications for a grant from the Market Tolls:</p> <ul style="list-style-type: none"> • None received 	
122/25	<p>To Agree Working Group members for the Strategic Plan 6-month review as agreed in Full Council March 2025 minute 326. “Strategic Objectives plan 2025-2028, To recommend that a working group be establish in late summer to review the plan ahead of 2026/27 budget considerations starting in October 2025”</p>	15-33
123/25	<p>To discuss the costs involved with the proposal to offer a strip of land, without charge, to The Gallows and Fakenham Racecourse</p>	
124/25	<p>To discuss a Heritage Trail proposal as part of the Town Ambition Programme bid</p>	
125/25	<p>To consider applications for planning applications up to 19/08/2025</p> <ul style="list-style-type: none"> • PF/25/1620 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZSCOCLNM3T00 • PF/25/1736 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0IA1HLNM9U00 • PF/25/1766 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0MEN8LNMBF00 • PF/25/1442 	34

	https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYPMJ9LNLW200 <ul style="list-style-type: none"> • PF/23/0671 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RRX44JLN04T00	
125/25	To note comments on applications for planning applications as agreed by via Email: <ul style="list-style-type: none"> • PF/25/1459 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYRBFWLNLWT00 <ul style="list-style-type: none"> • PF/25/1413 https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYI21LLNLUD00	
127/25	To receive notice of decisions of the planning authority: <ul style="list-style-type: none"> • PF/22/0418 – Approved https://idoxpa.north-norfolk.gov.uk/online-applications/centralDistribution.do?caseType=Application&keyVal=R7FSU9LNMP000 <ul style="list-style-type: none"> • PF/25/0863 – Approved https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUJGOXLNL2Q00 <ul style="list-style-type: none"> • LA/25/0864 – Approved https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUJGOYLNL2R00 <ul style="list-style-type: none"> • ADV/25/1138 – Approved https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SWJOO0LNLGO00	
128/25	To receive notification of TPO (TPO/25/1082) Land At 33 Greenway Lane, Fakenham, Norfolk, NR21 8DF	35-43
129/25	To discuss Police attendance and report frequency	
130/25	To receive an update on 11 Norwich Street	44
131/25	To discuss the Consultation on Main Modifications to the North Norfolk Local Plan	
132/25	To discuss Devolution and Local Government Reform	
133/25	To receive any further items for the agenda	
134/25	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	
135/25	To note and approve the HR Subcommittee recommendations held on 22nd August 2025 – Minutes to follow separately	
136/25	To discuss the land managed by the Hawk and Owl trust	45-69
137/25	To discuss 9 Norwich Street	
138/25	To discuss the Flash Project	70

139/25	To discuss all allotments and allotments and opens spaces associated with PA 4682 (PM/24/1946) - Approval of all reserved matters relating to Phase 1 of outline planning permission PO/17/0690 (residential development of up to 950 dwellings - as varied by planning permission RV/22/0855) comprising the landscape scheme, drainage attenuation and associated features on land east of the main access roundabout - Land North Of Rudham Stile Lane & East Of Water Moor Lane, NR21 9QU	71
140/25	To discuss transportation and infrastructure	
141/25	To move into open session	
142/25	To confirm the date & Time of the next meetings: Facilities & Amenities: Tuesday 9th September 2025 at 18:00 Governance & Finance: Tuesday 16th September 2025 at 18:00 Full Council: Wednesday 24th September 2025 at 18:00	