

MINUTES of the FULL COUNCIL MEETING

of FAKENHAM TOWN COUNCIL

held at the PRICE OF WALES SUITE, FAKENHAM RACECOURSE,

on TUESDAY 19th JULY 2022 at 7:00pm

PRESENT:

Councillor A Glynn (Chairman, Presiding)

Cllrs: G Acheson, D Andrews, V Joslin, M Dutton, J Holdom, D Hunter, J Griffiths, P Bucknell, W Simmons, J Rockett, M Campbell.

Town Clerk: Granville Hawkes

District Councillors: Cllr Cushing

County Councillor: Cllr Fitzpatrick

Police: None

Public: No members of the public

		Action (initials)
AGENDA		
62	TO RECEIVE A REPORT FROM FAKENHAM POLICE No police were present. An apology was received from Insp Cooper-Barnes.	
63	TO RECEIVE ANY ELECTORS' QUESTIONS An email has been received regarding the junction of Norwich Road and Westmead Road, as the junction looks like a private driveway it can be dangerous for pedestrians. As this is a Highways issue the email will be copied to County Cllr Fitzpatrick for consideration. The junction between Hayes Lane and Goggs Mill Road has been cleared and a concrete pad installed, as this is believed to be a Highways matter Cllr Glynn will copy to County Cllr Fitzpatrick for investigation. Concern was raised that Boots the Chemist had not been opening until 2.00pm impacting on the dispensing of prescriptions, this was believed to be due to a pharmacist being unavailable. Agreed that the Clerk will monitor. Cllr Campbell expressed concern at delivery drivers using the footpath in Norwich Street, the Chairman commented that a meeting with Highways would be useful as the towns Traffic Regulation Orders need a general review. Cllr Joslin questioned why there was a permanent banner for the fitness club on the railings at the Queens Road junction. The Clerk will ask that it is removed.	Clerk Cllr Glynn Clerk Cllr Glynn Clerk
64	TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS County Cllr Fitzpatrick reported the impact of the extreme weather has seen Highways lay down sand to reduce the overheating of the roads. NNDC Cabinet have agreed to approach Central Government for funding for the West Road link and have also adopted the updated Mineral and Waste plan. Norfolk Assistance have launched an advice scheme for people in financial difficulty. The details will be added to the Fakenham Town Council website. District Cllr Cushing reported that the Levelling Up bid will be submitted on the 2 nd August and will include a 3G playing area. Kings Lynn & West Norfolk Borough Council have also submitted a bid which may have an impact locally.	

	David Harper is meeting the NNDC planning department to discuss the river Wensum effluent control plan in relation to the North Development.	
65	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllrs M Coates, T Duffy, G Foortse and G Thorpe.	
66	DECLARATIONS OF INTEREST None	
67	TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21st JUNE 2022 The minutes of the meeting held on 21 st June 2022 were on the proposition of Cllr Glynn and seconded by Cllr Dutton, AGREED, and signed by the Chairman.	
68	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA There were none.	
69	TO RECEIVE THE MAYORS' ANNOUNCEMENTS Cllr Glynn reported an email to advice that the Fakenham Auto Club plan to attend the Saturday market monthly for which we support. Momentum for the Greenbuild festival is growing and the Town Council will promote via social media. Attended in an official capacity to formally open the twelve refurbished letting rooms at the Crown hotel. Attended an exhibition at The Yarn shop which included two local artists and was very well attended.	Clerk
70	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL Cllrs Campbell as part of Fakenham Events Committee is supporting the rugby club with a 40 th anniversary ball in May 2023. Cllr Campbell attended a meeting with the Head of Lancaster school to help them find contacts for new sporting activities.	
71	DECISION LOG AND CLERKS REPORT The log was discussed and updated.	
72	TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION A dead tree was reported opposite Canlers Funeral Directors in Highfield Road this will need to be reported to NCC Highways	Clerk
73	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 4th JULY 2022 The minutes of the meeting held on 4 th July 2022 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Andrews, and agreed unanimously. Cllr Acheson reported that future meetings would revert to the first Monday of the month with planning applications dealt with by email.	Deputy Clerk
74	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE ON 28th JUNE 2022 The minutes of the meeting held on 28 th June 2022 were moved for reception and adoption by Cllr Joslin Seconded by Cllr Dutton and agreed unanimously. A letter relating to Whitelands had been prepared by the Clerk, he will liaise with Cllr Rockett and a revised version circulated to Councillors.	
75	TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE ON 5TH JULY 2022 The minutes of the meeting held on 5 th July 2022 were moved for reception and adoption by Cllr Holdom, seconded by Cllr Acheson and agreed unanimously.	
76	FINANCIAL MATTERS 76.1 To adopt and approve Fakenham Town Council & Charter Market Receipts & Payments Reports for June 2022	

	<p>On the proposition of Cllr Dutton, seconded by Cllr Holdom, RESOLVED to receive and approve the receipts and payments of the accounts as reviewed by the finance committee for June 2022.</p> <p>76.2 To adopt and approve Fakenham Town Council & Charter Market Consolidated Bank reports for June 2022</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Glynn, RESOLVED to receive and approve the consolidated bank reports as reviewed by the finance committee for June 2022.</p> <p>76.3 To adopt and approve 1st quarter Budget v Actuals report for Fakenham Town Council</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Holdom, RESOLVED to receive and approve the Budget v Actuals reports as reviewed by the finance committee for June 2022.</p> <p>76.4 To adopt and approve 1st quarter 2022-2023 variance report for Fakenham Town Council</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Glynn, RESOLVED to receive and approve the 1st quarter variance reports as reviewed by the finance committee for June 2022.</p> <p>76.5 To approve Minutes of Finance Committee Meeting held 11th July 2022</p> <p>The minutes of the meeting held on 11th July 2022, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Glynn and agreed unanimously.</p> <p>76.6 To receive the finance team report</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Glynn it was agreed to align the groundsmen wage payments with our office staff to the 15th monthly, this was AGREED by all. Paperwork will be actioned by the Clerk.</p>	Clerk
77	<p>TO FOLLOW UP 2022 END OF YEAR INTERNAL AUDIT RECOMMENDATIONS</p> <p>Members agreed to defer this item to the next full Council meeting</p>	
78	<p>TO APPROVE THE REFURBISHMENT OF THE CINEMA TRIANGLE GARDEN AT A COST OF £1,440.</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Glynn, this was AGREED by all.</p>	
79	<p>TO RECEIVE NOTIFICATION OF THE PARISH PARTNERSHIP SCHEME FOR 2023-2024</p> <p>Members agreed to move this item to the September meeting to allow more ideas to come forward.</p>	
80	<p>TO RECEIVE FURTHER ITEMS FOR THE NEXT AGENDA</p> <p>There were no new items.</p>	
81	<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 Acheson seconded by Cllr Dutton 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>	
82	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON THE 21ST JUNE 2022</p> <p>The confidential minutes of the Full Council meeting held on 21st June 2022 were on the proposition of Cllr Dutton and seconded by Cllr Holdom, AGREED, and signed by the Chairman.</p>	
83	<p>TOWN COUNCIL ACCOMODATION</p> <p>Cllr Acheson reported that the working party had arranged a meeting with S Hewitt at NNCC on the 20th July.</p>	

84	<p>TO DISCUSS STAFF MATTERS One staff matter was discussed.</p>	
85	<p>TO MOVE INTO OPEN SESSION On the proposition of Cllr Campbell seconded by Cllr Glynn RESOLVED the Council moves into Open Session.</p>	
	<p>There being no further business the meeting closed at 20.20 pm</p> <p>Confirmed this day of 2022.</p> <p style="text-align: center;"><u>CHAIRMAN</u></p>	