

**MINUTES of the FULL COUNCIL MEETING  
of FAKENHAM TOWN COUNCIL**

**held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM**

**on WEDNESDAY 26<sup>th</sup> APRIL 2023 at 6:00pm**

**PRESENT:**

Councillor A Glynn (Chairman)

Cllrs: J Holdom, D Hunter, D Andrews, V Joslin, T Duffy, M Dutton, P Bucknell, M Campbell

District Councillors: J Rest and C Cushing

Town Clerk: Granville Hawkes

Members of the public: Two

		<b>Action (initials)</b>
<b>AGENDA</b>		
<b>256</b>	<b>TO RECEIVE A REPORT FROM FAKENHAM POLICE</b> No police were present and no report was received.	
<b>257</b>	<b>TO RECEIVE ANY ELECTORS' QUESTIONS</b> A resident emailed to express concern at the condition of the car park at Aldiss Park, the Council are aware and the Clerk will respond. A resident had emailed following the report in the press about the market day road closure relating to road signage and a member of the public expressed concern at the lack of parking spaces around Nelson Road, Hayes Lane and Butchers Lane causing parking and access issues – both matters are related to Highways and the Council will liaise with the local Highways officer. A parishioner in Waterfield Avenue had expressed concern about rubbish and litter in the railway cutting – this has subsequently been sorted following a visit from FACT who have completed a litter pick.	
<b>258</b>	<b>TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS</b> Cllr Cushing reported that funding of £800,000 for a full-size MUGA to be installed at Trap Lane had been agreed, Cllr Glynn thanked him for his involvement in this matter. Cllr Rest advised that the NNDC planning department were to tighten the rules around the provision of affordable housing on new build developments. He also advised that the building wrap on the sides of the Newman building will be completed shortly.	
<b>259</b>	<b>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.</b> Apologies were received and accepted from Cllrs Acheson, Mallett, Griffiths, Coates and Thorpe. District Cllr Punchard and the Police.	
<b>260</b>	<b>DECLARATIONS OF INTEREST</b> There were none.	

261	<p><b>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 22ND MARCH 2023</b></p> <p>The minutes of the meeting held on 22<sup>nd</sup> March 2023 were on the proposition of Cllr Holdom and seconded by Cllr Dutton, AGREED by all, and signed by the Chairman.</p>	
262	<p><b>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</b></p> <p>The Clerk reported that an engineer had visited the Queens Road chapel and he awaited a report on likely water damage in three areas. A report will also be required in the arch and roof at Creake Road cemetery.</p>	
263	<p><b>TO RECEIVE THE MAYORS' ANNOUNCEMENTS</b></p> <p>Cllr Glynn confirmed – that there were to be three additional bus services between Kings Lynn and Fakenham. That the Chamber of trade were moving ahead. That the Car Rally would take place on Sunday 7<sup>th</sup> May.</p>	
264	<p><b>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</b></p> <p>Cllr Campbell reported that the next Snap meeting will be at the Police station on 14<sup>th</sup> May.</p>	
265	<p><b>TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</b></p> <p>A lady had complained about the Goggs Mill footpath to which Cllr Glynn will respond.</p>	
266	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT &amp; MARKET COMMITTEE ON THE 3<sup>rd</sup> APRIL 2023</b></p> <p>The minutes of the meetings held on the 3<sup>rd</sup> April 2023 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Campbell, and agreed unanimously.</p>	
267	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE &amp; ENVIRONMENT COMMITTEE ON THE 16<sup>th</sup> APRIL 2023</b></p> <p>The minutes of the meeting held on the 16<sup>th</sup> April 2023 were moved for reception and adoption by Cllr Joslin, seconded by Cllr Dutton, and agreed unanimously.</p>	
268	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE ALLOTMENT COMMITTEE HELD ON THE 11<sup>th</sup> APRIL 2023</b></p> <p>The minutes of the meeting held on the 11<sup>th</sup> April 2023 were moved for reception and adoption by Cllr Joslin, seconded by Cllr Glynn, and agreed unanimously.</p>	
269	<p><b>FINANCIAL MATTERS – MONTHLY REPORTS</b></p> <p><b>269.1 To receive and approve Fakenham Town Council &amp; Charter Market Receipts &amp; Payments Reports for March 2023</b> 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 in April 2023.</p> <p><b>269.2 To receive and approve Fakenham Town Council &amp; Charter Market Consolidated Bank reports for March 2023</b> 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 in April 2023.</p> <p><b>269.3 To approve Minutes of Finance Committee Meeting held 17<sup>th</sup> April 2023.</b> The minutes of the meeting held on 17<sup>th</sup> April 2023, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Glynn and agreed unanimously. Members agreed that the Council underwrite the cost of the tree work at Aldiss park for FRGC.</p> <p><b>269.4 To receive the Finance Team report.</b> Cllr Dutton confirmed that the ICO report had been circulated, the first installment of the precept had been received, and the committee were looking</p>	

	<p>to move the Town Council records to the Cloud.</p> <p><b>269.5 To note the date of the 2022-2023 final internal audit date.</b> This was noted by members.</p>	
<b>270</b>	<p><b>TO RECEIVE AND ADOPT POLICIES REVIEWED AT THE POLICY AND RESOURCES COMMITTEE MEETING</b> The email and records management policies were received and on the proposition of Cllr Glynn, seconded by Cllr Joslin were agreed and adopted by all. Proposed changes to the GDPR and Code of Conduct policies will be reviewed at the next meeting.</p>	
<b>271</b>	<p><b>TO RECEIVE THE COUNCIL MEETING DATES OR 2023-2024.</b> These were received and adopted by members.</p>	
<b>272</b>	<p><b>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA</b> Cllr Glynn reported that with Cllr Holdom they had attended a meeting with two funding officers of NNDC who have been awarded £3 million from the Shared prosperity and Rural Development funds, the Council has a strong case for support for future projects due to the historical lack of capital investment.</p>	
<b>273</b>	<p><b>TO MOVE THAT THE PUBLIC &amp; PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.</b> On the proposition of Cllr Bucknell seconded by Cllr Hunter RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that Public &amp; 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>	
<b>274</b>	<p><b>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE MEETINGS DETAILED BELOW</b> The confidential minutes of the Full Council meeting held on 22<sup>nd</sup> March 2023 were on the proposition of Cllr Glynn and seconded by Cllr Bucknell, AGREED by all, and signed by the Chairman.</p>	
<b>275</b>	<p><b>TOWN COUNCIL ACCOMODATION</b> One matter was discussed</p>	
<b>276</b>	<p><b>TO DISCUSS STAFF MATTERS</b> One staff matter was discussed.</p>	
<b>277</b>	<p><b>TO MOVE INTO OPEN SESSION</b> On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED the Council move into Open Session.</p>	
<b>278</b>	<p><b>TO NOTE THE DATE OF THE NEXT MEETING</b> The date of the next meeting is the 17<sup>th</sup> May 2023.</p>	
<b>279</b>	<p>There being no further business the meeting closed at 19.15 pm</p> <p>Confirmed this                                      day of                                      2023.</p> <p style="text-align: center;"><b><u>CHAIRMAN</u></b></p>	