

MINUTES of the FULL COUNCIL MEETING
of FAKENHAM TOWN COUNCIL
held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM
on TUESDAY 21st DECEMBER 2022 at 6:00pm

PRESENT:

Councillor A Glynn (Chairman)

Cllrs: M Dutton, J Holdom, D Hunter, M Campbell, D Andrews, G Foortse and P Bucknell

Town Clerk: Granville Hawkes

District Cllrs: Cushing & Rest

Public: one public member

The Press: none present

		Action (initials)
AGENDA		
164	<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>	
165	<p>TO RECEIVE ANY ELECTORS' QUESTIONS There were no electors questions.</p>	
166	<p>TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS Dist Cllr Cushing reported that the urban extension had been delayed by the shortfall in budget for the new roundabout ongoing discussions with landowners may impact on the makeup of the original plans. Dist Cllr Rest reported that national funding for levelling up had been reduced, any decision on the bid will be delayed until March 2023. The new wrapping for the Newman yard building should be installed in January 2023. County Cllr Fitzpatrick reported that there was information on the County Council website covering health issues, the avian flu outbreak, and support and help for the cost of living crisis and heating bills. Cllr Hunter on behalf of the town council thanked the County Council for their financial support with the river Wensum project.</p>	
167	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllrs G Thorpe, J Griffiths, M Coates, V Joslin, G Acheson, T Duffy, and District Cllr J Punchard.</p>	

168	DECLARATIONS OF INTEREST None	
169	TO CONFIRM THE MINUTES OF THE MEETING HELD ON 23rd NOVEMBER 2022 The minutes of the meeting held on 23 rd November 2022 were on the proposition of Cllr Holdom and seconded by Cllr Dutton, AGREED by all, and signed by the Chairman subject to, Min ref 144 Cllr Holdom declared a nonpecuniary interest in respect of EP Youth. Min ref 156 Cllr Holdom abstained from the vote.	
170	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA None.	
171	TO FILL TWO TOWN COUNCILLOR VACANCIES BY CO-OPTION Robert Mallett had put himself forward to fill one vacancy, which all members approved. The Clerk will prepare the Declaration of Acceptance of office.	Clerk
172	TO RECEIVE THE MAYORS' ANNOUNCEMENTS Cllr Glynn confirmed that had attended the Xmas tree festival and carol service at St Peters Church. Cllr Glynn also confirmed that she had attended a meeting with Nigel Middleton of the Hawk & Owl Trust and the Clerk regarding the Goggs Mill/Hayes Lane area.	
173	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL A number of Councillors had attended the Fire Station consultation and members were encouraged to comment on the online consultation – Cllrs Glynn and Hunter will write a formal response on behalf of the council. Cllr Campbell advised that the Police had donated £300 to Aldi to produce food hampers for the community.	
174	TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION The Clerk advised there was nothing new to report	
175	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON THE 5TH DECEMBER 2022 The minutes of the meetings held on the 5 TH December 2022 were moved for reception and adoption by Cllr Hunter, seconded by Cllr Coates, 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.	
176	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE ON THE 20TH DECEMBER 2022 The minutes of the meetings held on the 20 th December 2022 were moved for reception and adoption by Cllr Dutton, seconded by Cllr Foortse, and agreed unanimously.	

177	<p>FINANCIAL MATTERS – MONTHLY REPORTS</p> <p>153.1 To receive and approve Fakenham Town Council & Charter Market Receipts & Payments Reports for November 2022 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 October 2022.</p> <p>153.2 To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for November 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 November 2022.</p> <p>153.3 To approve Minutes of Finance Committee Meeting held 12th December The minutes of the meeting held on 12th December 2022, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Glynn and agreed unanimously.</p> <p>153.4 To review the 2023-2024 Budget and discuss the precept The latest draft budget shows TOTAL EXPENDITURE of £266,295 and INCOME of £40,400 The NET DEFICIT of £225,895 less current precept represents a budget SHORTFALL of £14,545. The budget was prepared through discussions at various committee meetings, the final budget will be agreed at the January full council meeting with the precept likely to increase between 5-9%</p> <p>153.5 To receive the Finance Team report Cllr Dutton advised that there was nothing further to report.</p>	
178	<p>TO RECEIVE THE FINAL INTERIM INTERNAL AUDIT REPORT NOVEMBER 2022 The final interim internal audit report dated 17th November 2022 having been circulated to members was received and approved.</p>	
179	<p>TO DISCUSS THE PROPOSED CLOSURE OF THE FAKENHAM BRANCH OF THE HSBC BANK AND OTHER EMPTY PREMISES IN THE TOWN The announcement of closure of HSBC and other retail outlets was discussed. Members agreed for Cllrs Glynn and Andrews to formulate a response on behalf of the Council. Cllr Glynn reported that a meeting was being arranged with the Post office to look at options to provide a full service and whether the previous Chamber of trade could be revived.</p>	
180	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA Members agreed the Chamber of trade review should be added to the next agenda.</p>	

181	<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 Glynn 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>	
182	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE MEETINGS DETAILED BELOW</p> <p>The confidential minutes of the Full Council meeting held on 23RD November 2022 were on the proposition of Cllr Glynn and seconded by Cllr Dutton, AGREED by all, and signed by the Chairman. The confidential minutes of the Leisure & Environment committee meeting of the 20th December 2022 were on the proposition of Cllr Dutton, seconded by Cllr Glynn, AGREED by all, and signed by the Chairman. The confidential minutes of the Development & Market committee meeting on the 5th December 2022 were, on the proposition of Cllr Glynn, and seconded by Cllr Holdom, AGREED by all, and signed by the Chairman</p>	
183	<p>TOWN COUNCIL ACCOMODATION</p> <p>One matter was discussed</p>	
184	<p>TO DISCUSS STAFF MATTERS</p> <p>One staff matter was discussed.</p>	
185	<p>WHITELANDS WALL</p> <p>One matter was discussed</p>	
186	<p>TO MOVE INTO OPEN SESSION</p> <p>On the proposition of Cllr Glynn seconded by Cllr Dutton RESOLVED the Council moves into Open Session.</p>	
187	<p>There being no further business the meeting closed at 19.25pm</p> <p>Confirmed this day of 2022.</p> <p style="text-align: center;"><u>CHAIRMAN</u></p>	
