

MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL

held at the PRICE OF WALES SUITE, FAKENHAM RACECOURSE,

on TUESDAY 18th January 2022 at 6:00pm

PRESENT:

Councillor G Foortse (Chairman, Presiding)

Cllrs: V Joslin, M Campbell, M Dutton, J Holdom, M Coates, J Rockett, A Glynn, D Andrews, J Griffiths, G Acheson, T Duffy

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Rest, C Cushing

County Councillor: None

Police: PC R Dawson

Press: None

Public: None

		Action (initials)
	<p>TO ALLOW NORTH NORFOLK DISTRICT COUNCIL TO ADDRESS THE TOWN COUNCIL ON POTENTIAL DEVELOPMENT OF AFFORDABLE HOUSES IN FAKENHAM</p> <p>Mr Graham Connolly from North Norfolk District Council gave a report on a possible site to build affordable homes for Fakenham. These would be housing authority stock. He also gave a background of how many and what type of affordable homes are needed in Fakenham. He will send a copy of his report to the Clerk who will distribute to all Councillors. It was agreed that Councillors would discuss the proposals and formulate a response which will be sent to Mr Connolly within the next 2 weeks.</p>	Clerk
173	<p>TO RECEIVE A REPORT FROM FAKENHAM POLICE</p> <p>PC Dawson said it was one of the quietest Christmas periods the police had had for quite some time. There was however, one serious assault on New Years eve which will be going to court and the perpetrator has admitted it.</p> <p>Last year the police trialled having a second beat manager, who during the summer months was responsible for Wells, but in the quieter time provided back up to PC Dawson. The trial was successful, and it is hoped this will become more permanent in the new financial year when new funding is available.</p> <p>The police will be looking at Youth provision in the Town specifically for older teenagers. They will talk to the Council about this at a later date.</p> <p>The next SNAPS meeting is 9th February 2022.</p> <p>PC Dawson would like to continue holding monthly engagement sessions in the Market. He will send dates to the Clerk to see if the Council gazebo is available.</p>	PC Dawson / Clerk
174	<p>TO RECEIVE ANY ELECTORS' QUESTIONS</p> <p>A letter has been received regarding the speeding along Oak Street/Wells Road. There is concern for pedestrian safety. This matter is to be an agenda item at the next D&M meeting.</p>	Clerk

	A Councillor has been approached by the Archive group regarding the Queens Jubilee celebrations as they would like to be involved. The Fakenham Events Committee is organising these celebrations. They will be asked to contact the Archive group.	
175	<p>TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS</p> <p>County Cllr Fitzpatrick was unable to attend the meeting but sent a report that has been circulated to all Councillors.</p> <p>District Councillor Rest reported that NNDC are getting all their staff back in the office from working at home. An extra Full Council meeting will be held at the beginning of February to compensate for not having one in December. The leader of NNDC, Sarah Butikofer, has stepped down. The draft of the new Local Plan is now on the website.</p> <p>District Councillor Cushing reported that he has written to Karl Read from NNDC to re-arrange a date for him to attend a development and market meeting to talk about S106 money. He also spoke about the levelling-up from Government. This will look at County deals. More details to follow.</p> <p>Cllrs Rest and Cushing and PC Dawson left the meeting</p>	
AGENDA		
176	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.</p> <p>Apologies for absence were received and accepted from Cllrs Bucknell, Hunter and Thorpe, County Cllr Fitzpatrick, District Cllr Punchard and EDP reported A MacMillan.</p>	
177	<p>DECLARATIONS OF INTEREST</p> <p>Cllr Joslin declared an interest in Item 15 on the agenda.</p>	
178	<p>TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 21ST DECEMBER 2021</p> <p>178.1 The minutes of the meeting held on 21st December 2021 were on the proposition of Cllr Coates and seconded by Cllr Duffy, AGREED, and signed by the Chairman.</p>	
179	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</p> <p>There were none.</p>	
180	<p>TO RECEIVE THE MAYORS' ANNOUNCEMENTS</p> <p>22 December – planted daffodil bulbs in St Peters Garden with Cllr Bucknell and the groundsman.</p> <p>11 January – attended the AGM of the Fakenham Charities</p> <p>A litter pick is planned for 3rd February in conjunction with Fakenham Racecourse staff. Anyone wishing to take part should let Cllr Foortse know.</p> <p>The last P&R meeting was not quorate. Please try and attend all meetings, and if you are unable to, please give your apologies to the Clerk in good time.</p> <p>Cllr Foortse gave an update on progress with the property at 9 Norwich Street.</p>	
181	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</p> <p>Cllr Joslin – attended the Fakenham Charities AGM, and the gardening club</p> <p>Cllr Andrews – attended the Fakenham Charities AGM</p> <p>Cllr Glynn – had a meeting with PC Dawson looking at all the Towns road signs to see what repairs are needed. Cllr Glynn will produce a map with their findings and this is to be presented to the next D&M meeting.</p>	AG
182	<p>DECISION LOG AND CLERKS REPORT</p> <p>The Log was discussed and updated.</p>	

183	<p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION There were none.</p>	
184	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 10th AND 17th JANUARY 2022 183.1 The minutes of the meeting held on 10th January 2022 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Acheson and agreed unanimously. 183.2 The minutes of the meeting held on 17th January 2022 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Campbell and agreed unanimously.</p>	
185	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE ON 11th JANUARY 2022 184.1 As the minutes of the meeting held on 11th January 2022 were not received by everyone before the meeting adoption of the minutes was deferred to February Full Council.</p>	
186	<p>FINANCIAL MATTERS 185.1 To receive and approve Fakenham Town Council & Charter Market Receipts & Payments December 2021 On the proposition of Cllr Holdom, seconded by Cllr Dutton, RESOLVED to receive and approve the receipts and payments of the accounts as reviewed by the finance committee for December 2021. 185.2 To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for December 2021 On the proposition of Cllr Holdom, seconded by Cllr Dutton, RESOLVED to receive and approve the consolidated bank reports as reviewed by the finance committee for December 2021. 185.3 To Receive the December 3rd Quarter Budget v Actuals report for Fakenham Town Council On the proposition of Cllr Holdom, seconded by Cllr Dutton RESOLVED to receive and note the 3rd quarter budget v actuals report. 185.4 To receive the 3rd Quarter budget variance report On the proposition of Cllr Holdom, seconded by Cllr Dutton RESOLVED to receive and note the 3rd quarter budget variance report 185.5 To sign off 2022-23 Precept Demand for submission to NNDC. During COVID no papers have been exchanged with NNDC, but the demand has been submitted by email. Further information has been requested by NNDC and which will be sent to them and circulated to all Councillors. 185.6 To receive Interim Internal Audit report and recommendations. Highlighted items reviewed and recommended for adoption as detailed in Finance meeting minutes: <ul style="list-style-type: none"> • Section 2 Governance: Update Finance Regulation 11 re thresholds for public service & supply works contracts as per Footnote 11, page 17. Cllr Dutton is working on the wording for this. • Section 6 Financial Controls: Update Finance Regulation 6.15 in accordance with Service Administration procedures currently in practice. On the proposition of Cllr Holdom, seconded by Cllr Dutton and agreed by all for reception and adoption 185.7 To receive Policies reviewed and recommended for adoption as detailed in Finance meeting minutes:</p>	

	<ul style="list-style-type: none"> • LGPS Pension Policy – no change to Admissions Policy. On the proposition of Cllr Holdom, seconded by Cllr Dutton and agreed by all for reception and adoption • Investment Strategy - no current requirement for Policy changes. On the proposition of Cllr Holdom, seconded by Cllr Dutton and agreed by all for reception and adoption <p>185.8 To Receive Minutes of Finance Committee Meeting held 11th January 2022 The minutes of the meeting held on 11th January 2021 were moved for reception and adoption by Cllr Holdom, seconded by Cllr Dutton and agreed unanimously.</p> <p>185.9 To Receive Finance Team Report. There was nothing further to add.</p>	
187	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S137 Under the provisions of Section 137 of the Local Government Act 1972 the following expenditure should be incurred which, in the opinion of the Council is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure:</p> <p>a) Vision Norfolk</p> <p>On the proposition of Cllr Foortse, seconded by Cllr Coates and agreed by all to award £250.00 to Vision Norfolk.</p>	
188	<p>TO AGREE A POSITION FOR THE BLUE PLAQUE TO BE INSTALLED On the proposition of Cllr Foortse, seconded by Cllr Coates and agreed by all that the plaque should be fixed on the railings beside Barclays bank.</p>	
189	<p>TO APPROVE THE PRINTING OF THE HERITAGE TRAIL BOOKLET Cllr Glynn will look into the cost of contractors for printing and distribution. After a long discussion it was agreed that Cllrs Acheson and Glynn should liaise regarding the cost of printing and distribution, and what the purchase cost of the booklet should be. The leaflet is to be re-printed with details of the booklet and where it can be bought. This is to be an agenda item at the next Full Council meeting for the arrangements to be approved by Council.</p>	AG/GA
190	<p>TO APPROVE THE CLEARING AND REPLANTING OF THE CINEMA TRIANGE AT A COST OF £2,270 + VAT On the proposition of Foortse, seconded by Cllr Griffiths and agreed by all to approve this cost.</p>	
191	<p>TO DISCUSS RECOMMENDATION 7) FROM THE INTERNAL AUDIT REPORT AS FOLLOWS:</p> <ul style="list-style-type: none"> • Recommendation 7a - The Council should formally receive and note/approve the minutes of the meetings of Fakenham Recreation Ground Charity and receive and approve the Annual Accounts. On the proposition of Cllr Acheson, seconded by Cllr Glynn and agreed by all for reception and adoption • Recommendation 7b - The Council should ensure the Minutes of the meetings of the Fakenham Recreation Ground Charity should be published on the Council's website. On the proposition of Cllr Acheson, seconded by Cllr Glynn and agreed by all for reception and adoption • Recommendation 7c - The Council may care to review the membership and composition of the Board of Trustees. The Council may choose to nominate only a small number of Councillors to act as Trustees and find it beneficial to appoint persons outside of the Council. It was agreed that this point needs to be an agenda item at the extraordinary meeting of the Council on 1st February 2022. 	Clerk

192	<p>TO RECEIVE FURTHER ITEMS FOR THE NEXT AGENDA There were none</p>	
193	<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. On the proposition of Cllr Coates seconded by Cllr Campbell 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>	
194	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS 193.1 The minutes of the Full Council meeting held on 21ST December 2021 were moved for reception and adoption by Cllr Foortse Seconded by Cllr Coates and agreed by all.</p>	
195	<p>TOWN COUNCIL ACCOMODATION There was nothing new to report.</p>	
196	<p>TO MOVE INTO OPEN SESSION On the proposition of Cllr Coates seconded by Cllr Campbell RESOLVED the Council moves into Open Session.</p>	
	<p>There being no further business the meeting closed at 19:40</p> <p>Confirmed this day of 2022.</p> <p style="text-align: center;"><u>CHAIRMAN</u></p>	