

MINUTES of the FULL COUNCIL MEETING

of FAKENHAM TOWN COUNCIL

held at the PRICE OF WALES SUITE, FAKENHAM RACECOURSE,

on TUESDAY 27th SEPTEMBER 2022 at 7:00pm

PRESENT:

Councillor A Glynn (Chairman, Presiding)

Cllrs: G Acheson, V Joslin, M Dutton, J Holdom, D Hunter, J Griffiths, P Bucknell, W Simmons, M Campbell, G Thorpe, T Duffy and M Coates.

Town Clerk: Granville Hawkes

District Councillors: None

County Councillor: None

Police: T Cooper- Barnes and R Dawson

Public: J Rockett

Other: A McMillan Eastern Daily Press

A MINUTES SILENCE WAS OBSERVED FOLLOWING THE DEATH OF QUEEN ELIZABETH

		Action (initials)
AGENDA		
86	TO RECEIVE A REPORT FROM FAKENHAM POLICE R Dawson advised that although there was some lowlevel antisocial behaviour during the summer this was at a lower level than last year. There had also only been two recorded reports regarding the travellers that visited Fakenham during August.	
87	TO RECEIVE ANY ELECTORS' QUESTIONS The Clerk reported a message of condolence in respect of the Queen from the President of the Olivet Club on behalf of our twinning town. An email has been received regarding the Fakenham wisteria which is showing signs of growth in Newmans Yard, the Clerk has contacted the Senior Landscape Arboriculturist at North Norfolk District Council. An email had been received from the Royal mail office in Queens Road about access to their site being blocked by parked cars which the Clerk will refer to the Highways department.	Clerk
88	TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS District Cllr Cushing reported by email that initial work on the A148 roundabout relating to the North Development had been delayed due to cost increases until the Autumn of 2023 at the earliest.	
89	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllrs G Footse and D Andrews.	
90	DECLARATIONS OF INTEREST None	
91	TO CONFIRM THE MINUTES OF THE MEETING HELD ON 19th JULY 2022	

	The minutes of the meeting held on 19 th July 2022 were on the proposition of Cllr Acheson and seconded by Cllr Simmons, AGREED, and signed by the Chairman.	
92	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA The Clerk reported that all staff wages were now paid on the 15 th monthly, as such timesheets were no longer required unless a claim for overtime needed to be submitted.	
93	TO RECEIVE THE RESIGNATION OF A COUNCILLOR The Clerk reported the resignation of Cllr J Rockett, this had been advised to North Norfolk District Council who will advertise the vacancy.	
94	TO RECEIVE THE MAYORS' ANNOUNCEMENTS Cllr Glynn reported that the minutes silence and proclamation were observed by the Town Council. The Greenbuild festival was cancelled due to the Queens passing and will likely be held now in 2023 Attended with Cllr Holdom the First Focus celebration. Visited the South Creake dementia support group with Cllr Foortse. Attended a meeting	
95	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL None.	
96	DECISION LOG AND CLERKS REPORT The log was discussed and updated.	Clerk
97	TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION The Clerk reported a letter from the Commonwealth War Graves commission which will be referred to our Leisure & Environment subcommittee for consideration. The Clerk reported that the Trap Lane windows had been replaced.	Clerk
98	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 8th AUGUST & 5th SEPTEMBER 2022 The minutes of the meetings held on 8 th August & 5 th September 2022 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Campbell, and agreed unanimously. Cllr Acheson requested that the market stall rent review be added to the agenda of the next meeting	Deputy Clerk
99	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE ON 2nd & 23rd AUGUST 2022 The minutes of the meetings held on 2 nd & 23 rd August 2022 were moved for reception and adoption by Cllr Joslin Seconded by Cllr Coates and agreed unanimously. The Clerk reported that work on the front chapel door will commence in December for which there is a budget allocated of £5,500. A quotation for repairs to the roof was due as the work needs to be completed before winter. Cllr Glynn will consider what grants may be available. Wensum project is due to start shortly, Cllr Hunter reported that major funding was in place, the Council had agreed to seek funding up to £12,000. If there is a funding shortfall Cllr Acheson proposed that the Town Council fund the shortfall up to £5,000, seconded by Cllr Coates, this was AGREED by all.	
100	FINANCE MATTERS Members agreed to defer this to the next full council meeting.	
101	TO FOLLOW UP 2022 END OF YEAR INTERNAL AUDIT RECOMMENDATIONS	

	Members agreed to defer this to the next meeting.	
102	TO DISCUSSTHE DATE, TIME & FREQUENCYOF COMMITTEE MEETINGS Members agreed to defer this to the next meeting.	
103	TO RECEIVE NOTIFICATION OF THE PARISH PARNERSHIP SCHEME FOR 2023-2024 Members agreed to move this item to the L & E subcommittee meeting to allow more ideas to come forward.	
104	TO RECEIVE A REPORT ON TRAVELLERS OCCUPYING ALDISS PARK & TRAP LANE Members discussed the implications of similar incidents happening in future years. In the short term a skip has been placed at the entry point of Aldiss Park until any permanent measures are agreed to protect the Councils estate. Members agreed that there needs to be a protocol put in place to address future possible incidents and to do this an allparty meeting needs to be organised of statutory organisations and local groups.	
105	TO RECEIVE THE MINUTES OF THE FRGC MEETINGS OF 15TH MARCH & 19th JULY 2022 The minutes of the meetings on 15 th March & 19 th July 2022 were moved for reception and adoption by Cllr Joslin, seconded by Cllr Simmons and agreed unanimously.	
106	TO CONFIRM FRGC 2021-2022 ANNUAL ACCOUNTS WERE RECEIVED AT THE JULY FRGC MEETING. The annual accounts were moved for reception by Cllr Dutton, seconded by Cllr Coates and agreed by all.	
107	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 Glynn 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.	
108	TO CONFIRM THE CONFIDENTIAL MINUTES OF FULL COUNCIL HELD ON THE 19TH JULY 2022 & LEISURE & ENVIRONMENT HELD ON 23RD AUGUST 2022 The confidential minutes of the Full Council meeting held on 19 th July 2022 and Leisure & Environment held on the 23 rd August were on the proposition of Cllr DJoslin and seconded by Cllr Bucknell, AGREED, and signed by the Chairman.	
109	TOWN COUNCIL ACCOMODATION Cllr Acheson reported that the working party had a meeting with S Hewitt the asset disposal at NNCC and a separate report will follow.	
110	TO DISCUSS STAFF MATTERS One staff matter was discussed.	
111	TO RECEIVE AN UPDATE ON THE WALL AT WHITELANDS On the proposition of Cllr Duffy, seconded by Cllr Glynn, Cllr Dutton and the Clerk were given delegated authority to liaise with the Solicitor, this was AGREED by all.	
112	TO MOVE INTO OPEN SESSION On the proposition of Cllr Campbell seconded by Cllr Glynn RESOLVED the Council moves into Open Session.	

