

MINUTES of the FULL COUNCIL MEETING

of FAKENHAM TOWN COUNCIL

held at the PRICE OF WALES SUITE, FAKENHAM RACECOURSE,

on TUESDAY 17th MAY 2022 at 7:00pm

PRESENT:

Councillor G Foortse (Chairman, Presiding)

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

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Punchard, J Rest, C Cushing

County Councillor: None

Police: None

Press: A McMillan (EDP)

Public: One

| | | Action (initials) |
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| AGENDA | | |
| 1 | TO RECEIVE A REPORT FROM FAKENHAM POLICE No police were present. A report was sent that was forwarded to all councillors. PC Dawson wanted it noted that that he will be sad to see the departure of the Town Clerk. They have had a very good working relationship over the years along with his colleagues. The Clerk will be greatly missed but he wished her a very long and happy retirement. | |
| 2 | TO RECEIVE ANY ELECTORS' QUESTIONS The matter of the caravan on land opposite Goggs Mill was raised. There also appear to be footings dug for a building on the site. Hempton Parish Council are aware and are dealing with this matter, as no planning permission has been granted. It was agreed to keep an eye on the situation. | |
| 3 | TO RECEIVE ANY REPORTS FROM DISTRICT/COUNTY COUNCILLORS Cllr Cushing: - 1) NNDC are putting in a bid for money from the second round of the levelling up fund. They want to include Fakenham in the bid and funding for a swimming pool and 2G sports pitch at Trap Lane. 2) An update on nutrient neutrality and planning was given. This is a real problem and will likely hold up the creation of the new roundabout on the A148 and the Northern Development. 3) 2 new community responders have been appointed, and 2 more applicants are being interviewed. Cllr Rest: - 1) An update on the Newman building in Norwich Street was given. The building is about to be shored up to make it safer. The road will remain open during this work. 2) The demolition of the "Interesting" shop on Norwich Road will take place on Monday ready for the new development. 3) Complaints have been received about the scaffolding around the Press Club on Oak Street as it is obstructing the road, and the lack of warning lighting. This is being dealt | |

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| | <p>with. Cllr Rest was asked about progress with getting the rubbish bins removed from under the arch way beside the Newman building. He said this is ongoing whilst ownership of the land, and alternative siting for the bins is established. This is to be an agenda item at the next D&M meeting.</p> <p>Cllr Thorpe joined the meeting</p> <p>Cllr Punchard: - 1) Informed the meeting of NNDC's intention for rewilding of some grassed areas around the Town. 2) A reminder that Greenbuild will be holding an exhibition in the Town in September.</p> | Deputy Clerk |
| 4 | <p>TO ELECT THE TOWN MAYOR AND RECEIVE THE TOWN MAYOR'S DECLARATION OF ACCEPTANCE OFFICE AS REQUIRED BY LAW Cllr Foortse proposed, seconded by Cllr Coates that Cllr Glynn should be Town Mayor. This was agreed with 11 votes for and 1 against</p> <p>Cllrs Punchard, Rest and Cushing passed on their congratulations to Cllr Glynn and then left the meeting.</p> | |
| 5 | <p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllr M Dutton.</p> | |
| 6 | <p>DECLARATIONS OF INTEREST There were none.</p> | |
| 7 | <p>TO ELECT THE DEPUTY MAYOR AND RECEIVE THE DEPUTY MAYOR'S ACCEPTANCE OF OFFICE AS REQUIRED BY LAW Cllr Glynn proposed, seconded by Cllr Foortse that Cllr Holdom is elected to Deputy Town Mayor. A counter proposal by Cllr Campbell, seconded by Cllr Coates was received that Cllr Griffiths is elected to Deputy Town Mayor. The counter proposal for Cllr Griffiths received 5 votes for with 8 against therefore the motion was not carried. The proposal for Cllr Holdom was on 9 votes for with 5 against was upheld. Cllr Holdom was duly elected the Deputy Mayor.</p> | |
| 8 | <p>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 19th APRIL 2022 8.1 The minutes of the meeting held on 19th April 2022 were on the proposition of Cllr Coates and seconded by Cllr Acheson, AGREED, and signed by the Chairman.</p> | |
| 9 | <p>TO RECEIVE THE MINUTES FROM THE ANNUAL ASSEMBLY HELD ON WEDNESDAY 11TH MAY 2022 The minutes were received.</p> | |
| 10 | <p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA There were none.</p> | |
| 11 | <p>TO CONSTITUTE THE COMMITTEES OF THE COUNCIL FOR THE ENSUING YEAR Representatives were appointed as follows: Development & Market: Cllrs Duffy, Acheson, Hunter, Rockett, Thorpe, Campbell and Andrews. Leisure & Environment: Cllrs Joslin, Coates, Griffiths, Bucknell, Foortse and Dutton. Policy & Resources Committee: Cllrs Glynn and Holdom, plus chairs of Development and Leisure committees and one elected member from these committees Finance Sub-Committee: Cllrs Glynn, Holdom, Dutton, Andrews and Acheson. To assist the Clerk with the management of Estate land: Cllr Coates</p> | |

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| 12 | <p>TO APPOINT REPRESENTATIVES TO THE FOLLOWING OUTSIDE BODIES: Fakenham Olivet twinning club: Cllr Foortse Fakenham Museum of Gas: Cllrs Acheson Fakenham Police SNAPS: Cllrs Campbell and Glynn Fakenham Town Band: Cllr Coates Fakenham Charities: Cllrs Foortse and Andrews Area Representative for Norfolk Association of Local Councils: Cllr Joslin</p> | |
| 13 | <p>TO FILL ONE COUNCILLOR VACANCY BY CO-OPTION There was one applicant. He gave an overview of himself and the skills that he could bring to being a Councillor. A discussion was had as to whether the vote should be by secret ballot or show of hands. The vote was done as a secret ballot with the results to be declared when the Clerk is available on Friday. The matter of how future votes are carried out is to be discussed at the next P&R meeting.</p> | Clerk |
| 14 | <p>ALL COUNCILLORS TO CONFIRM TO ABIDE BY THE CODE OF CONDUCT On the proposition of Cllr Glynn, seconded by Cllr Hunter and agreed by all that all Councillors will abide by the code of conduct.</p> | |
| 15 | <p>TO AGREE FUTURE ARRANGEMENTS FOR FULL COUNCIL MEETINGS On the proposition of Cllr Foortse, seconded by Cllr Glynn and agreed by 13 votes for and one against, that Full Council meetings will continue to take place at the Racecourse, but this will be kept under review. On the proposition of Cllr Glynn, seconded by Cllr Griffiths and agreed 11 votes for, 2 against and one abstention that committee meetings should continue to start at 5:30pm. On the proposition of Cllr Griffiths, seconded by Cllr Campbell and agreed with 13 votes for and 1 abstention that Full Council meetings should start at 7pm.</p> | |
| 16 | <p>TO RECEIVE THE MAYORS' ANNOUNCEMENTS 6th May – had a meeting with representative from NNDC about sports facilities at Tap Lane. Thanks were given to Cllrs Acheson and Duffy for the completion of the new Heritage trail map on the wall of the Red Lion, and the refurbished map table near the war memorial. Thanks were also given to Cllr Joslin for the completion of the tidying up of the Cinema triangle.</p> | |
| 17 | <p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL Cllr Campbell attended a meeting regards new sporting facilities at Trap Lane. Cllr Joslin finished the tidying and replanting of the cinema triangle and is now looking at refurbishing the library garden. Cllr Hunter met with the NCC footpaths officer to walk the river walk. He is waiting for contact from the internal drainage board before clearing of the river and re-instating the footpath can take place. There will be a cost to this. Cllr Acheson, along with Cllr Glynn, met with SENDAT at the conference Hall. The issue of “rewilding” parts of Valley Way is to go on an L&E agenda.</p> | Clerk |
| 18 | <p>DECISION LOG AND CLERKS REPORT The Log was discussed and updated.</p> | |
| 19 | <p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION These were noted.</p> | |

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| 20 | <p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 25th APRIL and 9th MAY 2022</p> <p>20.1 The minutes of the meeting held on 25th April 2022 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Hunter and agreed unanimously.</p> <p>20.2 The minutes of the meeting held on 9th May 2022 were moved for reception and adoption by Cllr Duffy Seconded by Cllr Hunter and agreed unanimously.</p> | |
| 21 | <p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE ON 26th APRIL 2022</p> <p>21.1 As the minutes of the meeting held on 26th April 2022 were moved for reception and adoption by Cllr Griffiths Seconded by Cllr Coates and agreed unanimously.</p> | |
| 22 | <p>FINANCIAL MATTERS</p> <p>22.1 To receive and approve Fakenham Town Council & Charter Market Receipts & Payments April 2022 On the proposition of Cllr Holdom, seconded by Cllr Andrews, RESOLVED to receive and approve the receipts and payments of the accounts as reviewed by the finance committee for April 2022.</p> <p>22.2 To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for April 2022 On the proposition of Cllr Holdom, seconded by Cllr Andrews, RESOLVED to receive and approve the consolidated bank reports as reviewed by the finance committee for April 2022.</p> <p>22.3 To receive and approve Fakenham Town Council Statutory Balance Sheet and Income and Expenditure Account, year ending 31 March 2022 On the proposition of Cllr Holdom, seconded by Cllr Andrews, RESOLVED to receive Fakenham Town Council statutory balance and expenditure sheet and income and expenditure account, year ending 31st March 2022 as reviewed by the finance committee.</p> <p>22.4 To receive and approve Charter Market Statutory Balance Sheet and Income and Expenditure Account, year ending 31 March 2022 On the proposition of Cllr Holdom, seconded by Cllr Glynn, RESOLVED to receive Charter Market statutory balance and expenditure sheet and income and expenditure account, year ending 31st March 2022 as reviewed by the finance committee.</p> <p>22.5 To Receive Minutes of Finance Committee Meeting held 9th May 2022 The minutes of the meeting held on 9th May 2022, were moved for reception and adoption by Cllr Holdom, seconded by Cllr Glynn and agreed unanimously.</p> <p>22.6 To Appoint an Internal Control Officer On the proposition of Cllr Holdom, seconded by Cllr Footse, and agreed by all that Cllr Dutton remain as Internal Control Officer.</p> <p>22.7 To appoint the internal auditor for 2022-23 On the proposition of Cllr Holdom, seconded by Cllr Acheson and agreed by all that Trevor Brown should be appointed as Internal Auditor.</p> <p>22.8 To receive the finance team report There was nothing further to add.</p> | |
| 23 | <p>TO NOTE ARRANGEMENTS FOR THE QUEENS JUBILEE BEACON LIGHTING AND FOR THE JUBILEE WEEKEND</p> <p>The beacon lighting will take place on Thursday 2nd June in Millennium Park at 9:45pm, at the same time as the beacons being lit nationwide. Cllr Glynn will read the official words beforehand. She will be accompanied by the Mayor's cadet.</p> <p>The meeting was also given an overview of the Fakenham Events Committee's plans for the rest of the bank holiday weekend.</p> | |

