

MINUTES of the FULL COUNCIL MEETING
of FAKENHAM TOWN COUNCIL
held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM
WEDNESDAY 30th APRIL 2025 at 6:00pm

Councillors: A Glynn (Chair), V Joslin, M Campbell, J Rockett, M Dutton, A May-Hannam, C Fairbrother, P Bucknell, G Acheson, L Harrison, D Hunter & T Duffy

District / County Councillors: NNDC District Cllr C Cushing, L Vickers & J Punchard & County Cllr T Fitzpatrick

Clerk: Lesley Meanley
Deputy Clerk/RFO: K Lindsay
Members of the Public: Three
Press: None

343	TO RECEIVE A REPORT FROM FAKENHAM POLICE Crime Figure report received but no explanation of increase in figures. Clerk has a meeting with the SNT in May. ACTION: Clerk to raise with SNT
344	TO RECEIVE ANY ELECTORS' QUESTIONS An electors question was received regarding bus stops near Cramner Court and Lancaster Avenue and whether they were in use as recent repairs had been carried out. Cllr FitzPatrick believed they were in use but would check. An electors question was raised about the new bus stop in Wells Road – posts were put in a while back but no signage, can it be confirmed if and when they will be operational. Cllr FitzPatrick will chase. An elector raised concerns that children were using Queens Road car park as a play area, with skateboards, scooters etc. ACTION: Clerk will speak to the police, EP youth and schools
345	TO RECEIVE REPORTS FROM DISTRICT / COUNTY COUNCILLORS Cllr Vickers advised they had been busy with private cases and was thanked for helping clear Loves Lane. The issue of unwanted goods being dumped in Highfield Road car park was raised and 9 Norwich Street. Cllr Punchard advised they had been busy supporting Cllr Vickers regarding 9 Norwich Street and was attending the development meeting on the 2 nd to discuss the proposed McDonalds. Cllr Cushing had submitted a report. Cllr FitzPatrick reminded all that there is currently a consultation on Local government reform.
346	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE None
347	DECLARATIONS OF INTEREST Cllr Bucknell declared a non-pecuniary interest in Agenda item 29
348	TO CONFIRM THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 26th MARCH 2025 Cllr Bucknell asked for it to be noted that regarding minute 318 her primary role will be a trustee of the community centre that liaises with the Council not an official council representative. The minutes of the Full Council meeting held on 26 th March 2025 were agreed on the proposition of Cllr Glynn and seconded by Cllr Joslin AGREED by all and signed by the Chairman.
349	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA None
350	TO RECEIVE THE MAYOR'S ANNOUNCEMENTS Tyler Barker an Army cadet will be the Mayors cadet for 2025/26
351	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL. Cllr Glynn & Campbell met with Fakenham Academy Chief Executive and head of H&S regarding the start of the FLASH project and asked them to advise parents that it will be disruptive. They are in touch with NNDC re a traffic plan.

	Cllr Harrison attended a meeting re Junior Parkrun – later on the agenda.
352	TO FILL THREE TOWN COUNCILLOR VACANCIES BY CO-OPTION None
353	TO ELECT AN ADDITIONAL COUNCILLOR FOR THE FINANCE SUBCOMMITTEE Defer to new committee configuration.
354	TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION Report received from EP Youth on their work Active Fakenham Call for Artists for the Fakenham Arts Festival 1 to 24 th August 2025
355	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 7th APRIL 2025 McDonalds planning permission is being revisited by NNDC on the 2 nd May as consideration to the proximity to schools need to be given. Cllr Acheson proposed, seconded by Cllr Dutton that the council did not revise its opinion. Cllr Rockett counter proposed, seconded by Cllr Campbell that the council view is amended to agree with the view that it is too close to schools as per the National planning framework. Cllrs voted 6 for 5 against. Cllr Acheson asked if his apologies could be added as they had been sent. The minutes of the meeting held on 7 th April 2025 were moved for reception and adoption by Cllr Hunter seconded by Cllr Glynn and agreed by all.
356	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 8th April 2025 The minutes of the meeting held on 8 th April 2025 were moved for reception and adoption by Cllr Joslin seconded by Cllr Bucknell and agreed. All Councilors agreed the recommendations made at Minute 187 & 188. Minute 187 - The Clerk gave current occupancy rates – Greenway Lane 81.61%, Grove Lane 47.83% and Rudham Stile Lane 83.33%. The Clerk advised that applications had been received for allotments from members of the public in surrounding villages that are currently not allowed to apply. Cllrs agreed to recommend to Full Council that applications can be considered for Grove Lane allotments from members of the public in neighbouring villages where allotment facilities are not available or for members of the public that work in the town and live in neighbouring villages. From the Allotments subcommittee meeting Cllrs agreed to recommend to Full council that the plot number trial at Greenway Lane allotments proceeds, numbers are expected to cost around £670, plus stakes, oil. £1000 has been budgeted for the trial. Allotment Inspection & Warning process - all Cllrs agreed to recommend to Full council with the amendment in section 4 to ensure the panel consists of 3 Allotment subcommittee members with a minimum of 1 Cllrs and the appeal will be considered within 21 days. Minute 188 - To consider the playground equipment inspection quotations. After discussion Cllrs agreed to recommend the Wicksteed quotation for a total of £1383 a year to Full council with a 3-year review period.
357	TO RECEIVE AND ADOPT THE MINUTES OF THE ALLOTMENTS SUB-COMMITTEE HELD ON: 8TH APRIL 2025 The minutes of the meeting held on 8 th April 2025 were moved for reception and adoption by Cllr Dutton seconded by Cllr Glynn and agreed by all.
358	FINANCIAL MATTERS – MONTHLY REPORTS a. To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for March 2025 b. To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for March 2025 and signed bank statement balances c. To receive schedule of payments over £500 for display on website d. To receive and approve the fourth quarterly Income and Expenditure Budget v Actuals report All items were received and approved by all.
359	TO RECEIVE AND ADOPT THE MINUTES OF THE FINANCE SUBCOMMITTEE MEETING HELD 28th APRIL 2025.

	The minutes of the meeting held on 28 th April 2025 were moved for reception and adoption by Cllr Dutton seconded by Cllr Harrison and agreed by all.
360	TO DISCUSS THE FLASH PROJECT Planning application has been split into the swimming pool and MUGA, not both together. All agreed to request boundaries of the lease agreement to reflect this amendment. ACTION: Clerk to speak to NNDC
361	TO AGREE THE FAKENHAM ARTISTS IN RESIDENCE TERMS OF REFERENCE PROPOSAL Cllr Glynn proposed, seconded by Cllr Dutton proposed to agree the Fakenham Artists in Residence Terms of reference. With the understanding that artists spend 1 year as Artists in Residence, the council supports but does not provide any finance and that the council retain items made on its request. All Agreed. ACTION: To review in 6 months
362	TO RECEIVE AN UPDATE ON THE PROPOSAL FOR A FAKENHAM TOWN CRIER Nothing new to discuss
363	TO DISCUSS A JUNIOR PARK RUN Cllrs agreed in principle to the idea of a junior parkrun in Millenium Park. Initial set up costs around £5000, of which Active Norfolk would contribute some. The Clerk asked for confirmation that the council would not be required to house any items required and there would be no extra work or costs which was given. ACTION: Cllr Harrison will continue researching.
364	TO RECEIVE AN UPDATE ON EVENT PLANNING, INCLUDING VE 80 AND THE ANNUAL ASSEMBLY OF THE TOWN VE80th planning is nearly complete. Holly Westmacott was thanked by all for the work put in to arrange the day. Several community stands will be in place for the Annual Assembly.
365	TO CONFIRM GUESTS FOR THE ANNUAL ASSEMBLY OF THE TOWN Speakers – Active Fakenham, Shop Fakenham and the Gas Museum.
366	TO INVESTIGATE THE HISTORICAL LAND PURCHASE BY FAKENHAM TOWN COUNCIL OF AN AREA OF EMBANKMENT BORDERING THE ROAD TO THE GALLOW Cllr Rockett proposed, seconded by Cllr Dutton that Fakenham Town Council write to the Gallows to offer the strip of land returned without charge. 9 voted for, 2 against. ACTION: Clerk to write to the Gallows.
367	TO RECEIVE ANY FURTHER ITEMS FOR THE AGENDA To note an apology from Cllr Rockett To receive a motion for all sanctions to be lifted against Cllr Rockett.
368	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 Bucknell, 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.
369	TO DISCUSS THE FLASH PROJECT The Clerk will discuss with amended land boundaries with NNDC
370	TO DISCUSS DEVOLUTION Current consultation. Assets that may be transferred over will need to be considered when we are aware of any.
371	TO NOTE THE INDEPENDENT AUDITORS DATA BREACH REPORT Noted by all
372	TO NOTE THE ICO CONCLUSION OF THE DATA BREACH The conclusion of the ICO investigation was noted – Advice into the incident was given rather than a fine, however if further complaints are received the case may be reopened.
373	TO RECEIVE AND ADOPT THE MINUTES OF THE HR SUB-COMMITTEE MEETING HELD ON THE 24TH APRIL 2025 The minutes of the meeting held on 24 th April 2025 were moved for reception and adoption by Cllr Hunter seconded by Cllr Bucknell and agreed by all. Recommendations made in minute 95, 96 and 99 agreed by all.

374	TO AGREE THE RECIPIENT OF THE COMMUNITY SPIRIT AWARD All Cllrs excepting Cllr Bucknell voted anonymously. The winner will be announced on the night.
375	TO MOVE INTO OPEN SESSION On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED the Meeting moves into Open Session
	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 28 th May 2025 at 6:00pm
	There being no further business the meeting closed at 19:30pm Confirmed this day of 2025 CHAIRMAN