



## Fakenham Town Council

Fakenham Connect  
Oak Street  
Fakenham  
Norfolk  
NR21 9DY

Tel: 01328 853653

e-mail: [info@fakenhamtowncouncil.gov.uk](mailto:info@fakenhamtowncouncil.gov.uk)

website: [fakenhamtowncouncil.gov.uk](http://fakenhamtowncouncil.gov.uk)

### Full Council Meeting

Date: **Wednesday 25<sup>th</sup> June**

Time: **18:00**

Location: **LOUNGE AREA, COMMUNITY CENTRE, OAK STREET, FAKENHAM**

Members are hereby summoned to attend the above meeting to discuss the following items. Please take a moment to review each agenda item carefully beforehand

Councillors: A Glynn (Mayor), V Joslin (Deputy Mayor), George Acheson, Penelope Bucknell, Mark Campbell, Tim Duffy, Martin Dutton, Carl Fairbrother, Lucy Harrison, David Hunter, Ali May-Hannam, Jim Rockett, Natasha Southerland

Yours faithfully

**L Meanley**

Lesley Meanley

Town Clerk

19<sup>th</sup> June 2025

Number	Agenda	Pack Page
42/25	<b>Open Forum for Public Participation</b> a) To receive a report from Fakenham Police b) To receive any Electors Questions: Members of the public will be invited to ask questions of the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item is limited to 10 mins c) To receive any reports from District/County Councillors For time management purposes, if possible written reports are requested prior to the meeting to facilitate Q&A only at the meeting.	
43/25	<b>To consider for acceptance apologies for absence</b>	
44/25	<b>Declarations of Interest: Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda.</b>	
45/25	<b>To confirm the Full Council Minutes of the Meeting held on 28<sup>th</sup> May 2025</b>	1-7
46/25	<b>To receive an update on actions taken after the last Council Meeting if these matters are not included on the agenda or Clerk update.</b>	8
47/25	<b>To receive the Mayor's Announcements</b>	

<b>48/25</b>	<b>To receive any reports from Councillors who have attended Meetings outside the Council</b>	
<b>49/25</b>	<b>To receive and note correspondence and comment upon any items for information and action.</b>	
<b>50/25</b>	<b>To confirm the Minutes of the Facilities &amp; Amenities Committee held on:</b> <ul style="list-style-type: none"> <li>• <b>10<sup>th</sup> June 2025.</b></li> </ul>	9-11
<b>51/25</b>	<b>To confirm the Minutes of the Governance &amp; Finance Committee held on:</b> <ul style="list-style-type: none"> <li>• <b>17<sup>th</sup> June 2025. To note:</b></li> </ul> <p><b>Minute 7/25 GF To receive and review policies for update:</b>  <b>Estates Strategy</b> - Cllrs identified several points for amendment. Once amended recommend to Full Council.</p> <p><b>Minute 10/25 GF To receive the RFO's report</b> - It was noted that to comply with the 2025/26 agar assertion 10 all council business must be transacted on council emails, no personal or third part email accounts are permitted and recommend to be mentioned at Full council.</p> <p><b>Minute 15/25 GF To receive and note the 2025/26 internal auditor's Terms of Business and Schedule of Services, and Letter of Engagement for signing by two Councillors</b> - Noted</p> <p><b>Minute 19/25 GF - To note any applications for preferred contractors</b>  One Application received, recommended to be passed to full council</p>	12-16
<b>52/25</b>	<b>Financial Matters –</b> <ol style="list-style-type: none"> <li>To receive and review April 2025 and May 2025 payments and receipts for Fakenham Town Council and Charter Market</li> <li>To receive and review April 2025 and May 2025 consolidated bank reconciliation reports for Fakenham Town Council and Charter Market bank accounts</li> <li>To note the current Income and Expenditure Budget vs Actuals report</li> <li>To receive and approve the April 2025 and May 2025 schedule of payments over £500 for display on the website</li> </ol>	
<b>53/25</b>	<b>To approve of the use of BACS/CHAPS as Fakenham Town Council preferred payment method</b>	
<b>54/25</b>	<b>To Receive the following applications for a grant from the Market Tolls:</b> <ul style="list-style-type: none"> <li>• Shop Fakenham</li> </ul>	17-23
<b>55/25</b>	<b>To award a grant under the local government act 1972, s 137</b> 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: <ul style="list-style-type: none"> <li>• <b>EP Youth – Outreach Project</b></li> </ul>	24-48

56/25	To consider moving Facilities & Amenities to the first Thursday of the month and Governance & Finance to the second Tuesday of the month	49-50
57/25	To propose that Cllr Rockett receives an unconditional cancellation of sanctions and a letter revoking letter of censure	
58/25	<p>Following Councillor Rockett's email to all councillors and staff dated 18th June 2025, its moved that:</p> <ul style="list-style-type: none"> <li>• This Council acknowledges that no public good can be served by continuing to revisit this matter and affirms its commitment to moving forward.</li> <li>• Any further discussion regarding the incident that occurred in Aldiss Park in March 2024 shall cease with immediate effect.</li> <li>• Councillor Rockett's full status and duties as a councillor be hereby restored.</li> <li>• We, as a Council serving the citizens of this town, shall now turn our focus toward preparing for the significant responsibilities and opportunities that devolution will bring in 2028.</li> </ul>	
59/25	<p>To seek additional committee members for:</p> <p>a) Governance &amp; Finance - 3 vacancies</p> <p>b) Facilities &amp; Amenities - 2 Vacancies</p>	
60/25	<p>To consider applications for planning applications up to 18/06/2025</p> <ul style="list-style-type: none"> <li>• PF/22/0418</li> <li>• PU/25/1090</li> </ul>	51
61/25	<p>To note comments on applications for planning applications as agreed by via Email:</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
62/25	<p>To receive notice of decisions of the planning authority:</p> <ul style="list-style-type: none"> <li>• PF/25/0869</li> <li>• HN/25/0782</li> </ul>	
63/25	To discuss use of Town Council equipment or land by third parties	
64/25	To discuss the proposal for a Town Crier	52-57
65/25	To discuss the Flash Project	
66/25	To discuss Devolution and Local Government Reform	
67/25	To discuss replacement Mayoral Chains	58
68/25	To receive any further items for the agenda	
69/25	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	
70/25	To discuss the Flash Project	
71/25	To move into open session	
72/25	<p>To confirm the date &amp; Time of the next meetings:</p> <p>Allotments: 8<sup>th</sup> July 14:30</p> <p>Facilities &amp; Amenities: 15<sup>th</sup> July 18:00</p> <p>Governance &amp; Finance: 22<sup>nd</sup> July 18:00</p> <p>Full Council: 30<sup>th</sup> July 18:00</p>	