

**MINUTES of the FULL COUNCIL MEETING  
of FAKENHAM TOWN COUNCIL  
held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM**

**WEDNESDAY 18<sup>th</sup> DECEMBER 2024 at 6:00pm**

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Councillors: A Glynn (Chairman), V Joslin, M Dutton, M Campbell, L Harrison, J Rockett, P Bucknell, G Acheson, J Holdom, D Hunter, & T Duffy

District / County Councillors: None

Town Clerk: L Meanley

RFO: K Lindsay

Members of the Public: One

Press: None

<b>216</b>	<b>TO RECEIVE A REPORT FROM FAKENHAM POLICE</b> Police unable to attend but report received. Cllr Campbell would like further detail to be provided. <b>ACTION: Cllr Campbell will email the Clerk with the details he would like requested.</b>
<b>217</b>	<b>TO RECEIVE ANY ELECTORS' QUESTIONS</b> An elector raised a question over whether a grit bin could be provided at Gt Eastern Way. Cllrs felt it would be too dangerous to encourage members of the public to grit in that location so agreed not to fund.
<b>218</b>	<b>REPORTS FROM DISTRICT / COUNTY COUNCILLORS</b> Reports received from Cllrs Cushing and FitzPatrick <b>ACTION: Clerk to email Cllr FitzPatrick to advise that Fakenham Town Council oppose any loss of Fakenham library service.</b>
<b>219</b>	<b>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE</b> Apologies given by Cllr's, Fairbrother and May-Hannam for reasons accepted.
<b>220</b>	<b>DECLARATIONS OF INTEREST</b> None
<b>221</b>	<b>TO CONFIRM THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 27<sup>th</sup> NOVEMBER 2024</b> The minutes of the Full Council meeting held on 27 <sup>th</sup> November 2024 were agreed on the proposition of Cllr Glynn and seconded by Cllr Holdom AGREED by all and signed by the Chairman.
<b>222</b>	<b>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</b> No further updates
<b>223</b>	<b>TO RECEIVE THE MAYOR'S ANNOUNCEMENTS</b> No updates
<b>224</b>	<b>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL.</b> No updates.
<b>225</b>	<b>TO FILL TWO TOWN COUNCILLOR VACANCIES BY CO-OPTION</b> No one stood
<b>226</b>	<b>TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</b> Replacement Defibrillator and cabinet now operation outside the Fire station with thanks to Heart 2 Heart paid for by a grant from the market tolls to the Gas Museum.
<b>227</b>	<b>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT &amp; MARKET COMMITTEE HELD ON 2<sup>nd</sup> DECEMBER 2024</b> The minutes of the meeting held on 2 <sup>nd</sup> December 2024 were moved for reception and adoption by Cllr Hunter seconded by Cllr Acheson and agreed by all
<b>228</b>	<b>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE &amp; ENVIRONMENT COMMITTEE HELD ON 10<sup>th</sup> DECEMBER 2024</b> The minutes of the meeting held on 10 <sup>th</sup> December 2024 were moved for reception and adoption by Cllr Joslin seconded by Cllr Bucknell and agreed by all. Minute 125 – To Approve proposed estate maintenance expenditure for extending the roundabout access into Creake Road Cemetery for £5540 plus Vat – All agreed Minute 132 – To approve the recommendation to move forward with the feasibility study if at no cost to the council. All Agreed

229	<p><b>FINANCIAL MATTERS - MONTHLY REPORTS:</b></p> <p><b>a) To receive and approve Fakenham Town Council &amp; Charter Market Receipts and Payments reports for November 2024</b> On the proposition of Cllr Dutton, seconded by Cllr Holdom, RESOLVED to receive, and approve the receipts and payments of the accounts as reviewed by the Finance Sub-committee for November 2024</p> <p><b>b) To receive and approve Fakenham Town Council &amp; Charter Market Consolidated Bank reports for November 2024</b> On the proposition of Cllr Dutton, seconded by Cllr Holdom RESOLVED to receive, and approve the consolidated bank reports as reviewed by the Finance Sub-committee for November 2024.</p> <p><b>c) To receive schedule of payments over £500 for display on website</b> Received and noted</p> <p><b>d)To receive and approve the 2025 insurance renewals</b> Insurance renewal premiums received and recommended for payment for Local government £3503.32, Cyber £405.25, Vehicles £1723.70 and FRGC £925.72. All Agreed.</p> <p><b>e) To receive and approve the Streetlight and CCTV electricity contract renewals.</b> Recommended fix to 31/03/2029 at a standing charge of 77.4pence per day unit rate and 32.2-33.8 pence per kWh. All agreed</p>
230	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE FINANCE SUBCOMMITTEE MEETING HELD 16<sup>TH</sup> DECEMBER 2024. TO NOTE THE FOLLOWING PROPOSALS:</b></p> <ul style="list-style-type: none"> <li>• <b>To agree moving 4 out of contract mobile phones onto O2 business plan at £10 per month per phone.</b> All agreed</li> <li>• <b>To agree the Investment strategy.</b> To remove the word ‘These’ at the start of paragraph 5. All agreed</li> </ul> <p><b>The minutes of the meeting held on 16<sup>th</sup> December 2024 were moved for reception and adoption by Cllr Dutton seconded by Cllr Holdom and agreed by all.</b></p>
231	<p><b>TO RECEIVE THE INTERIM INTERNAL AUDITOR’S REPORT</b> Noted. Finance subcommittee will review.</p>
232	<p><b>TO RECEIVE THE 2025/26 BUDGET AS RECOMMENDED AT FINANCE COMMITTEE 16<sup>TH</sup> DECEMBER 2024.</b> Cllrs discussed the inclusion of a welfare unit cost for the new depot. On the proposition of Cllr Dutton, seconded by Cllr Glynn, AGREED by all to receive and confirm 2025-26 Budget resulting in a 66.18% precept increase as recommended at Finance Committee Meeting 16<sup>th</sup> December 2024.</p>
233	<p><b>TO RECEIVE AND PROPOSE THE PRECEPT DEMAND FOR 2025-26</b> The Finance Subcommittee agreed a recommendation to set the 2025-2026 Precept at £567,675, (five hundred and sixty-seven thousand, six hundred and seventy-five pounds) a rise of £226,075 from £341,600, representing a year-on-year increase of 66.18% (sixty-six-point one eight percent). Fakenham Town Council precept element of Council Tax was estimated to rise to £211.69 p.a. representing a year-on-year increase of approximately £83.86 – 65.60% (sixty-five-point six percent) for an average Band D property. On the proposition of Cllr Dutton, seconded by Cllr Harrison and AGREED by all.</p>
234	<p><b>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S 137</b> <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:</b> <b>Norfolk Community Law Service (NCLS)</b> Cllr Holdom proposed, seconded by Cllr Glynn to provide a £1000 grant as requested. All agreed.</p>
235	<p><b>TO DISCUSS 2025 EVENTS, INCLUDING VE DAY AND EVENT STAFFING</b> St Peters Church were happy to work with the council to offer an afternoon tea type VE day event including schools on the 8<sup>th</sup> May. Additional paid hour per week required for the admin assistant to organise the event from the beginning of January through to 9<sup>th</sup> May 2025, proposed by Cllr Dutton, seconded by Cllr Glynn. All agreed. All agreed to the purchase of the official VE day commemorative flag for approximately £114</p>

236	<p><b>TO CONFIRM THE DATE FOR THE ANNUAL ASSEMBLY OF THE TOWN</b>  All agreed May 22<sup>nd</sup>, at St Peters Church if available, to invite market toll grant holders to display and to speak about their work, community groups, community hero award and to offer teas &amp; coffees.  <b>ACTION: Clerk to take forward</b></p>
237	<p><b>TO DISCUSS THE FLASH PROJECT</b>  On the proposition of Cllr Glynn, seconded by Cllr Campbell to advise all users of Trap Lane Pavillion that ‘To accommodate the demands of the FLASH project all users be advised that Trap Lane Pavillion will no longer be available past the 1<sup>st</sup> May 2025, any equipment or belongings must be removed by this point.” All agreed.  <b>ACTION: Clerk to advise all users</b></p>
238	<p><b>TO DISCUSS FRGC</b>  The insurance renewal for FRGC has more than doubled and a skatepark clause has been added that requires the facility to be supervised when in use. All agreed that as it is unfeasible to supervise or block off, the skatepark be removed as soon as possible. Cllr Rockett proposed, seconded by Cllr Dutton that a quote received for £2055 to dismantle and remove the park be accepted. 5 for, 4 against and 2 abstained.</p>
239	<p><b>TO RECEIVE ANY FURTHER ITEMS FOR THE AGENDA</b>  Cllr Acheson would like to offer his thanks to Ann Kerrison for her work, especially through a particularly difficult time in the Council and wish her a happy retirement. All agreed.  To include 6-10 Norwich Road on the Development &amp; Market Agenda.  To discuss the Fakenham Town Band.  To receive a proposal for Artists in Residence</p>
240	<p><b>TO MOVE THAT THE PUBLIC &amp; PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b>  On the proposition of Cllr Bucknall, seconded by Cllr Glynn. RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that Public &amp; 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>
241	<p><b>Standing orders suspended on the proposition of Cllr Acheson, seconded by Cllr Glynn</b>  January 2025 Full council meeting needs to confirm what option if any the council can assist with and confirm the instrument status.  Standing orders reinstated on the proposition of Cllr Glynn, seconded by Cllr Bucknell</p>
242	<p><b>TO DISCUSS STAFF ACCOMMODATION.</b>  Nothing to discuss</p>
243	<p><b>TO MOVE INTO OPEN SESSION</b>  On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED the Meeting moves into Open Session</p>
	<p><b>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</b>  29<sup>th</sup> January 2025 at 6:00pm</p>
	<p>There being no further business the meeting closed at 19:57 pm Confirmed this day of    2025    <b>CHAIRMAN</b></p>