## MINUTES of the FULL COUNCIL MEETING

## of FAKENHAM TOWN COUNCIL

# held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM

# on WEDNESDAY 20<sup>th</sup> DECEMBER 2023 at 6:00pm

#### PRESENT:

Councillor A Glynn (Chairman)

Cllrs: J Holdom, M Dutton, G Acheson, D Hunter, V Joslin, M Campbell, T Duffy, N

Southerland, and P Bucknell

District Councillors: None

County Councillor: None

Town Clerk: Lesley Meanley

FTC Admin: Karen Lindsay

Members of the public: None

Members of the Press: None

		Action (initials)	
AGENDA			
169	TO RECEIVE A REPORT FROM FAKENHAM POLICE		
	Report received from new beat manager PC Elliott, foot patrols had increased and		
	intends to be more visible in town and the market.		
170	TO RECEIVE ANY ELECTORS' QUESTIONS		
	Questions received re Wensum lodge length of stay and length of NNDC contract. Cllr Glynn will draft some question for NNDC housing and invite them to speak at ful council.	AG	
	Question received re a crossing from Morrisons to the Football club. There are no		
	pavements or footpaths so FTC wouldn't support but will ask Highways to consider people crossing in road signage.	Clerk	
	A request for a grit bin in Hall Close was received. Location to be checked as may be 2 close by. Other requests for a Grit bin and Great Eastern Way and Lancaster close locations will be checked.	Clerk	
171	REPORTS FROM DISTRICT/COUNTY COUNCILLORS		
	Written report received prior to the meeting from Cllr Cushing.		
172	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE		
	Apologies were received and accepted from Cllrs Coates, Cllr Mallett, Cllr Rockett		
	as well as District Councillors Cushing and Vickers and County Councillor		
	FitzPatrick		
173	DECLARATIONS OF INTEREST None		
174	TO CONFIRM THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 22 <sup>nd</sup> NOVEMBER 2023.		
	The minutes of the Full Council meeting held on 22 <sup>nd</sup> November 2023 were agreed on the proposition of Cllr Dutton and seconded by Cllr Hunter AGREED by all and signed by the Chairman.		
175	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA		
	Active Fakenham have confirmed they now wish to proceed with the production of		
	the town guide but will be asking for a grant to assist.		

176	TO FILL TWO TOWN COUNCILLOR VACANCIES BY CO-OPTION	
170	One potential candidate submitted a letter. On the proposition of Cllr Dutton and	
	seconded by Cllr Glynn a formal invite to the candidate to attend the next full council	
	meeting was agreed.	Clerk
	Clerk will advertise the positions further	••••
177	TO RECEIVE THE MAYOR'S ANNOUNCEMENTS None	
178	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL	
	Cllr Campbell advised on the situation of a homeless person that had been given	
	temporary accommodation by various parties in Fakenham after initially refusing	
	NNDC assistance.	
179	TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY	
	ITEMS FOR INFORMATION AND ACTION	
	Thanks received from the Rotary Club for allowing them to sell raffle tickets in the market for the last 2 weeks. All proceeds to the Fakenham Area community first	
	Responders.	
180	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET	
	COMMITTEES HELD ON 4 <sup>th</sup> DECEMBER 2023	
	The minutes of the meeting held on 4 <sup>th</sup> December 2023 were moved for reception	
	and adoption by Cllr Hunter Seconded by Cllr Glynn and agreed unanimously.	
181	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 19 <sup>th</sup> DECEMBER 2023.	
	The minutes of the meeting held on 19 <sup>th</sup> December 2023 were moved for reception	
	and adoption by Cllr Joslin Seconded by Cllr Bucknell and agreed unanimously.	
	It was noted that approval from full council was needed for minute 105 consecration	
	of the remainder of the field at Creak Road Cemetery and minute 111 to allow dogs	
	on lead within both cemeteries – Queens road & Creake Road. Signage to be	Clerk
	changed.	CIEIK
182	FINANCIAL MATTERS - MONTHLY REPORTS:	
	a) To receive and approve Fakenham Town Council & Charter Market Receipts	
	and Payments reports for November 2023.	
	On the proposition of Cllr Dutton, seconded by Cllr Acheson, RESOLVED to	
	receive, and approve the receipts and payments of the accounts as reviewed by the	
	finance committee for November 2023	
	b) To receive and approve Fakenham Town Council & Charter Market	
	Consolidated Bank reports for November 2023.	
	On the proposition of Cllr Dutton, seconded by Cllr Acheson RESOLVED to receive,	
	and approve the consolidate bank reports as reviewed by the finance committee for	
	November 2023	
	c) To receive and adopt minutes for the Finance Committee meeting held on	
	11 <sup>th</sup> December 2023	
	The minutes of the meeting held on the 11 <sup>th</sup> December 2023, were moved for	
	reception and adoption by Cllr Dutton and Cllr Acheson.	
	d) To receive Finance Team report	
	As per the minutes <ul> <li>a) To agree 10% increase and recommendation to set up Direct Debit</li> </ul>	
	payments for Confidential Waste collection.	
	On the proposition of Cllr Dutton, seconded by Cllr Acheson AGREED by all to set	
	up Direct Debit payments for the Confidential Waste collection.	
183	TO RECEIVE AND CONFIRM REVISED 2024-25 BUDGET AS RECOMMENDED	
	AT FINANCE COMMITTEE MEETING 11 <sup>th</sup> DECEMBER 2023	
	On the proposition of Cllr Dutton, seconded by Cllr Hunter, AGREED by all to	
	receive and confirm revised 2024-25 Budget resulting in a 42.60% precept increase	
	as recommended at Finance Committee Meeting 11 <sup>th</sup> December 2023.	
184	TO RECEIVE AND CONFIRM PRECEPT DEMAND AS RECOMMENDED AT FINANCE COMMITTEE MEETING 11 <sup>TH</sup> DECEMBER 2023	
	Fakenham Town Council precept element of Council Tax was estimated to rise to	
	£128 p.a. representing a year-on-year increase of approximately £38 for an average	
	Band D property. On the proposition of Cllr Dutton, seconded by Cllr Hunter and	
	AGREED by all.	

185	TO RECEIVE THE INTERNAL CONTROLLERS REPORT	
	None received.	
186	TO RECEIVE AN UPDATE ON THE PARKING TOWN CENTRE REJUVENATION	
	STAKEHOLDER WORKING GROUP	
	No Update from Cllr FitzPatrick. Cllr Glynn will invite relevant Cllr's and Chamber of	AG
	Commerce to a working group meeting.	
187	TO DISCUSS POSSIBLE CLOSER WORKING WITH LOCAL COMMUNITY	
	GROUPS	
	Deferred to January's agenda	
188	TO RECEIVE UPDATE ON THE SWIMMING POOL DEVELOPMENT PROJECT	
	FROM 19 <sup>TH</sup> DECEMBER MEETING	
	NNDC have summarised the meeting, Cllr Glynn will forward. FTC will meet to	
	discuss next steps. Clerk will forward documents left by NNDC.	
189	TO RECEIVE AN UPDATE ON FRGC – CHARITY STATUS, SITES ETC	
	Finance committee to check where insurance renewal should be paid from.	
	TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA	
	NNDC to speak about Wensum Lodge TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING	
191		
	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 Dutton 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	
192	TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL	
	MEETING HELD ON 22 <sup>nd</sup> NOVEMBER 2023 and LEISURE AND ENVIRONMENT MEETING HELD ON 19 <sup>th</sup> DECEMBER 2023	
	The confidential minutes of the meeting held on 22 <sup>nd</sup> November 2023 were agreed	
	on the proposition of Cllr Glynn and seconded by Cllr Hunter AGREED by all and	
	signed by the Chairman.	
	LEISURE AND ENVIRONMENT MEETING HELD ON 19th DECEMBER 2023.	
	The Confidential minutes of the meeting held on 19 <sup>th</sup> December 2023 were agreed	
	on the proposition of Cllr Glynn and seconded by Cllr Dutton AGREED by all.	
193	TO MOVE INTO OPEN SESSION	
	On the proposition of Cllr Bucknell seconded by Cllr Dutton RESOLVED the Council	
	move into Open Session.	
194	TO NOTE THE DATE AND TIME OF THE NEXT MEETING OF THE COUNCIL ON	
	24 <sup>th</sup> JANUARY 2024	
	The date of the next meeting is the 24 <sup>th</sup> January 2024	
	There being no further business the meeting closed at 19:22pm	
	Confirmed this day of 2023.	
	CHAIRMAN	