

**MINUTES of the FULL COUNCIL MEETING
of FAKENHAM TOWN COUNCIL**

held at the COMMUNITY CENTRE, OAK STREET, FAKENHAM

on WEDNESDAY 24th JANUARY at 6:00pm

PRESENT:

Councillor A Glynn (Chairman)

Cllrs: J Holdom, M Dutton, G Acheson, D Hunter, V Joslin, M Campbell, T Duffy, J Rockett
and P Bucknell

District Councillors: Cllr C Cushing & Cllr J Punchard

County Councillor: T FitzPatrick

Town Clerk: Lesley Meanley

FTC Admin: Karen Lindsay

Members of the public: Four

Members of the Press: None

		Action (initials)
AGENDA		
204	TO RECEIVE A REPORT FROM FAKENHAM POLICE Apologies received from the Police. Report circulated prior to the meeting.	
205	TO RECEIVE ANY ELECTORS' QUESTIONS An elector raised the issue of the current bus stop location in Oat Street, causing disruption to pedestrian flow and obstructing the view of the crossing. FTC are concerned that an accident will happen. County Cllr T FitzPatrick is seeking funding for a feasibility study to establish the best options for the bus stop location. An issue with speeding cars in Norwich Road has been raised, the elector advised they had spoken to the police who were aware but without resources to deal with it, could additional signage be installed. County Cllr T Fitzpatrick will look into. Fakenham Town Council will look at rotating its SAMS 2 sign into Norwich Road. A question was raised about the surface of the approach road into Aldiss Park and when this would be repaired. The Aldiss Park parking area is scheduled for repair. Work needs to be undertaken to establish who owns or is responsible for what areas of the approach road. An elector had raised that The Original Factory Shop is closing in 2 weeks, as are 3 others within the county. Cllr's noted. A question was raised about what information can be shared with the public about the swimming pool project from NNDC. Fakenham Town council steering group members will clarify.	
206	REPORTS FROM DISTRICT/COUNTY COUNCILLORS District Cllr L Vickers was unable to attend but reported that NNDC had not yet reached a conclusion on 9 Norwich Street. She has a further meeting with them to clarify. District Cllr C Cushing sent a written report, no questions raised. District Cllr J Punchard had sent a note, no questions raised. County Cllr T FitzPatrick sent a written report and advised that government had just announced £500million funding on social care, no details on how that will be shared out yet. No questions raised.	
207	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllrs Coates, Cllr Mallett, and Cllr	

	May-Hannam as well as District Councillor Vickers.	
208	DECLARATIONS OF INTEREST None	
209	TO CONFIRM THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 20th DECEMBER 2023 AND THE EXTRAORDINARY FULL COUNCIL MEETING ON 8th JANUARY 2024 The minutes of the Full Council meeting held on 20 th December 2023 were agreed on the proposition of Cllr Glynn and seconded by Cllr Joslin AGREED by all and signed by the Chairman. The minutes of the Extraordinary Full Council meeting on 8 th January 2024 were agreed on the proposition of Cllr Glynn and seconded by Cllr Campbell AGREED by all and signed by the Chairman.	
210	TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA Minute 186 – To receive an update on the parking town centre rejuvenation stakeholder working group – Cllr Acheson, Duffy, Bucknell, Rockett and Glynn need to meet to discuss. Minute 163 – To review Armistice day and Remembrance Sunday events – Cllr's had previously agreed to make a payment of £60 to the Bugler for services. The Bugler requested the money be donated to the Royal British Legion. All agreed.	
211	TO FILL TWO TOWN COUNCILLOR VACANCIES BY CO-OPTION 1 candidate stood, following the co-option policy they were successful in their application	
212	TO RECEIVE THE MAYOR'S ANNOUNCEMENTS Thanks to Cllr May-Hannam for putting on a free Christmas lunch for those on their own and for assisting with accommodation for a homeless lady just before Christmas. Welcome to two new businesses Premier Travel and Undefined Hair space. A recent article in the Beacon from Chris Chalk thanked the council and work of the volunteer Councillors. The Queen's Road Car Park public toilet facilities have been graded Diamond by the Loo of the Year Awards Scheme for 2023	
213	TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL None	
214	TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION None	
215	TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 8th JANUARY 2024 The minutes of the meeting held on 8 th January 2024 were moved for reception and adoption by Cllr Hunter Seconded by Cllr Acheson and agreed unanimously	
216	TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 9th JANUARY 2024 The minutes of the meeting held on 9 th January 2024 were moved for reception and adoption by Cllr Glynn Seconded by Cllr Holdom and agreed unanimously	
217	TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 16th JANUARY 2024 - TO CONFIRM ANY EXPENDITURE RECOMMENDATIONS FROM 16th JANUARY 2024 MEETING The minutes of the meeting held on 16 th January 2024 were moved for reception and adoption by Cllr Joslin Seconded by Cllr Bucknell and agreed unanimously.	
218	FINANCIAL MATTERS - MONTHLY REPORTS: a) To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for December 2023. 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 committee for December 2023 b) To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for December 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 December 2023 c) To receive and approve 3rd Quarter Budget v Actuals report as at 31st	

	<p>December 2023</p> <p>To note an overspend at the third quarter of approximately £14,000. On the proposition of Cllr Dutton, seconded by Cllr Glynn RESOLVED to receive and approve the 3rd Quarter Budget v Actuals report as at 31st December 2023</p> <p>d) To receive and adopt minutes for the Finance Committee meeting held on 15th January 2024</p> <p>The minutes of the meeting held on the 15th January 2024, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Acheson</p> <p>e) To receive and agree response to NNDC regarding 2024-25 Budget and Precept increases</p> <p>The RFO has sent an agreed response to NNDC.</p> <p>f) To receive Finance Team report</p> <p>The precept account currently has a balance of £951.94, the lowest the finance chair has seen it since he took on the role. All to consider expenditure to the end of the year.</p>	
219	<p>TO RECEIVE THE INTERNAL CONTROLLERS REPORT</p> <p>Report completed on the 16th January. Will be circulated to all.</p>	Clerk
220	<p>TO APPOINT DATA PROTECTION SUB COMMITTEE MEMBERS</p> <p>Cllrs Dutton, Cllr's Campbell and Cllr's Acheson volunteered.</p>	
221	<p>TO CONSIDER A NEW MEETING SCHEDULE</p> <p>Draft Schedule circulated showing Leisure & Environment meetings the week before Finance meetings and Full council meetings moving to the last Wednesday in the month excluding bank holidays. This will allow NNDC Councillors to attend more Fakenham Town Council full council meetings. On the proposition of Cllr Glynn, seconded by Cllr Holdom the new schedule was approved with effect from May 2024. 9 agreed, 1 abstained.</p>	
222	<p>TO DISCUSS POSSIBLE CLOSER WORKING WITH LOCAL COMMUNITY GROUPS</p> <p>Community Research Network Learning Events running events in Norwich, Clerk will try to attend relevant sessions.</p>	
223	<p>TO NOMINATE A COUNCILLOR TO REPRESENT THE COUNCIL ON THE ACTIVE FAKENHAM STEERING GROUP</p> <p>Cllr Holdom nominated Cllr Bucknell. All Agreed</p>	
224	<p>TO DISCUSS ADVERTISING IN THE TOWN GUIDE</p> <p>9 Cllr's, 1 abstained to agree to place a full-page advert for the Charter Market in the guide at a cost of £200 plus vat. Clerk will also speak to active Fakenham re an editorial article.</p>	Clerk
225	<p>TO RECEIVE AN UPDATE ON FRGC – CHARITY STATUS, SITES ETC</p> <p>Separate FRGC meeting to be held on the 7th February 2024</p>	Clerk
226	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S144</p> <p>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:</p> <p>i) Olivet Twinning Committee</p> <p>Cllr's noted that the proposed activities are mainly outside of Fakenham and suggested the next visit could be tied into events happening within the town. On the proposition of Cllr Dutton, seconded by Cllr Joslin all agreed to grant £500</p>	
227	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA</p> <p>None</p>	
228	<p>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</p> <p>On the proposition of Cllr Glynn seconded by Cllr Bucknell 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</p>	
229	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING HELD ON 20th DECEMBER 2023, EXTRAORDINARY FULL COUNCIL 8th JANUARY 2024, POLICY AND RESOURCES MEETING 9th JANUARY 2024 AND LEISURE AND ENVIRONMENT MEETING 16th JANUARY 2024.</p>	

