

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

WEDNESDAY 25th SEPTEMBER 2024 at 6:00pm

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

District / County Councillors: None

Town Clerk: L Meanley

Administration Assistant: K Lindsay

Members of the Public: Two

Press: One

123	TO RECEIVE A REPORT FROM FAKENHAM POLICE Crime figures received. Letter to Councillors received from Inspector James Makepeace in response to a letter from the Clerk outlining concerns about drugs in Fakenham. Councillors will encourage those with issues to report them so the police have a record.
124	TO RECEIVE ANY ELECTORS' QUESTIONS An elector raised an issue with overgrown brambles at the entrance to Tesco's. ACTION: The Clerk will ask Tesco's to cut them back. An elector raised a question over the overgrown vegetation on the Morrisons roundabout. ACTION: Elector asked to report to Norfolk County Council Highways department. The office will also report. An elector complained that they had seen no local plans of the proposed roundabout on the A148 bypass and concerns that it would take 8 months at least when a recent roundabout in Kings Lynn took only 2 weeks. The bypass is consistently gridlocked now. Councillors advised that Norfolk County Council had displayed the plans on their website. The roundabout needs to be built to facilitate the housing development. Additional drainage works are required. Councillors shared concerns about traffic diversions.
125	REPORTS FROM DISTRICT / COUNTY COUNCILLORS Apologies received from Cllrs L Vickers, C Cushing, J Punchard and T FitzPatrick
126	TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE Apologies given by Cllr Southerland for reasons accepted.
127	DECLARATIONS OF INTEREST None
128	TO CONFIRM THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 28TH AUGUST 2024 The minutes of the Full Council meeting held on 28 th August 2024 were agreed on the proposition of Cllr Glynn and seconded by Cllr Hunter AGREED by all and signed by the Chairman.
129	On the proposal of Councillor Glynn, seconded by councillor Holdom standing order 10a vi enacted to change the order of business on the agenda.
130	FINANCIAL MATTERS - MONTHLY REPORTS: a) To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for July and August 2024 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 July and August 2024 b) To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for July and August 2024 On the proposition of Cllr Dutton, seconded by Cllr Holdom RESOLVED to receive, and approve the consolidate bank reports as reviewed by the finance committee for July and August 2024. c) To receive schedule of payments over £500 (July and August) for uploading to website Received and noted d) To receive update on investment strategy proposal (July 31st Minute 79e) In progress e) To receive Finance Team report

	<p>None</p> <p>f) To receive and adopt 2024-25 Ear Marked Reserves Schedule with revised balances On the proposition of Cllr Dutton, seconded by Cllr Holdom RESOLVED to receive, and adopt the 2024-25 Ear Marked Reserves Schedule with revised balances as reviewed by the finance committee for September 2024.</p> <p>g) To receive independent examiners report for Fakenham Charter market year ending 31st March 2024 On the proposition of Cllr Dutton, seconded by Cllr Holdom RESOLVED to receive, and approve the independent examiners report for Fakenham Charter market year ending 31st March 2024 as reviewed by the finance committee for September 2024.</p> <p>To receive and adopt minutes for the Finance Committee meetings held on 15th July 2024 and 16th September 2024 The minutes of the meeting held on the 15th July 2024 and 16th September 2024, were moved for reception and adoption by Cllr Dutton, seconded by Cllr Holdom and agreed by all. Cllr Dutton left the meeting</p>
131	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA Minute 107 – The Clerk had received a revised quote for £3850. Cllrs felt this was still high. ACTION: Clerk to seek second quote Minute 114 – The community engagement survey has been launched, the Clerk has distributed some surveys around town and still has venues to approach. Cllrs asked to take and share. The survey is also online and will be publicised weekly.</p>
132	<p>TO RECEIVE THE MAYOR'S ANNOUNCEMENTS Cllr Glynn had been approached by the Fakenham Charities for a Cllr link; Cllr Glynn is happy to support Cllr Southerland.</p>
133	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL. Cllr Holdom attended the NALC/SLCC annual conference on the 12th September and found the AI section very informative. Cllr Glynn & the Clerk met with CBGA Robson who are refreshing Millers Walk branding aiming to complete by the start of December. Cllr Glynn met with County Councillor FitzPatrick to look at the brambles on Meadow Walk footpath.</p>
134	<p>TO FILL ONE TOWN COUNCILLOR VACANCY BY CO-OPTION No one stood</p>
135	<p>TO RECEIVE AND NOTE CORRESPONDENCE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION Active Fakenham had updated on the success so far of the film festival at Fakenham Cinema. They continue to have a programme of events for another week or so. A car has driven through the library corner hedge, over the pavement and hit the pedestrian railing. The ground staff have temporarily cordoned off, but this leaves no pedestrian path up to the connect building or community centre. The Clerk has received a quote of approx £650 to make repairs. All agreed to move forward with this as this presents a health & safety issue. The police attended the accident, and the details have been shared with our insurers.</p>
136	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 2ND SEPTEMBER 2024 The minutes of the meeting held on 2nd September 2024 were moved for reception and adoption by Cllr Hunter seconded by Cllr Acheson and agreed by all</p>
137	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 10TH SEPTEMBER 2024 – TO NOTE:</p> <ul style="list-style-type: none"> Minute 80 – The nest swing seat base has broken but there is limited budget available to replace. Quotation of £695 net plus delivery be accepted if Finance Sub-committee can assess budget and reallocate funds. See item 14 on agenda. <p>The minutes of the meeting held on 10th September 2024 were moved for reception and adoption by Cllr Joslin seconded by Cllr Glynn and agreed by all</p>
138	<p>TO RECEIVE AND ADOPT THE MINUTES OF POLICY & RESOURCES MEETING HELD ON 17TH SEPTEMBER 2024 – TO NOTE:</p> <ul style="list-style-type: none"> Minute 34 – To receive recommendation regarding Market Tolls expenditure, that 25% of the annual Market income should be reimbursed to FTC. This should be in the form of a

	<p>quarterly fund transfer from Market Tolls current account to the deposit account, with settlement of the FTC annual recharge being processed through accounts at year end.</p> <ul style="list-style-type: none"> • Minute 33 – To receive and adopt policies as listed reviewed at P&R meeting: <ul style="list-style-type: none"> I. Councillor Email Policy - On the proposition of Cllr Glynn seconded by Cllr Holdom accepted. II. Community Engagement Policy - On the proposition of Cllr Glynn seconded by Cllr Bucknell accepted. III. Co-option Policy - On the proposition of Cllr Glynn seconded by Cllr Holdom accepted with the inclusion of previous absolute majority wording IV. Members' Code of Conduct Policy - On the proposition of Cllr Glynn seconded by Cllr Holdom accepted. V. Standing Orders - On the proposition of Cllr Glynn seconded by Cllr Bucknell accepted after cross through words tidied up. <p>The minutes of the meeting held on 17th September 2024 were moved for reception and adoption by Cllr Glynn, seconded by Cllr Holdom and agreed unanimously</p>
139	<p>TO AGREE REALLOCATED £1,587.50 BUDGET EXPENDITURE FOR SAMS2 EQUIPMENT THROUGH PARISH PARTNERSHIP MATCHED FUNDING</p> <p>On the proposition Cllr Holdom, seconded by Cllr Acheson agreed by all.</p>
140	<p>TO AGREE REALLOCATED BUDGET EXPENDITURE OF £695 NET PLUS DELIVERY FOR MILLENNIUM PARK NEST SEAT REPLACEMENT.</p> <p>On the proposition Cllr Holdom, seconded by Cllr Joslin agreed by all.</p>
141	<p>TO DISCUSS FULL COUNCIL AND COMMITTEE MEETINGS</p> <p>Deferred to October's meeting.</p> <p>ACTION: Cllrs to consider information already received and submit any proposals for consideration the Clerk by 23rd October</p>
142	<p>TO DISCUSS FLASH PROJECT AND UPDATE ON PROVISION OF MUGA</p> <p>No updates on Flash project. MUGA is separate funding. Our representatives have requested NNDC share to all but at the moment Steering group minutes will be available for Councillors in hard copy format at the council office only.</p>
143	<p>TO DISCUSS THE NEED FOR APPOINTMENTS FOR REFUSE SITES</p> <p>Cllrs have concerns about increased fly tipping, exclusion of those unable to make appointments and 'no shows' What alternatives were considered.</p> <p>ACTION: Clerk to write to Norfolk County Council and to Norse.</p>
144	<p>TO DISCUSS HOUSING 21 REQUEST FOR THE TOWN COUNCIL TO TAKE OVER RESPONSIBILITY FOR THE FOOTPATH AT MEADOW WALK</p> <p>On the proposition of Cllr Glynn, Seconded by Cllr Joslin to support Housing 21 in their efforts to NCC to account for the establishment of a properly constructed and maintained footpath/cycleway between Rudham Stile Lane and the Housing 21 site. Agreed by all.</p>
145	<p>TO RECEIVE NOTICE OF 2024 REVIEW OF POLLING DISTRICTS AND POLLING PLACES</p> <p>No change to Fakenham. All noted.</p>
146	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA</p> <p>None</p>
147	<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 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.</p>
148	<p>TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FINANCE SUB-COMMITTEE MEETING HELD ON 15TH JULY 2024 AND POLICY & RESOURCES COMMITTEE MEETING HELD ON 16TH JULY 2024</p> <p>FINANCE SUB-COMMITTEE MEETING HELD ON 15TH JULY 2024</p> <p>The confidential minutes of the meeting held on 15th July were agreed on the proposition of Cllr Glynn, seconded by Cllr Holdom AGREED by all Cllr Harrison asked for an update on the Defibrillator. Cllr Glynn may have found a possible applicant, Cllr Acheson will also see if he can assist.</p> <p>POLICY & RESOURCES COMMITTEE MEETING HELD ON 16TH JULY 2024</p> <p>The Confidential minutes of the meeting held on 16th July 2024 were agreed on the proposition of Cllr Glynn, seconded by Cllr Bucknell AGREED by all.</p>
149	<p>TO DISCUSS LAND LEASES AND PROPOSAL TO CREATE MAN-MADE WETLAND AT ALDISS PARK</p>

	<p>The Norfolk Mitigation Fund have requested further details. Land Leases will be reviewed after the annual report.</p> <p>ACTION: Clerk will forward over land reports received so far with minutes</p>
150	<p>TO DISCUSS TOWN BAND ACCOMMODATION</p> <p>The MUGA is being funded separately. Fakenham Town Council has been asked to consider if we would be content leasing the land for the MUGA if the pool does not go ahead. All agreed in principle, the effect of this on the position of the pavilion would need to be confirmed and agreed by council first. If the pool does not go ahead any planning applications submitted by NNDC would need to reconsider pavilion position before lease will be agreed.</p> <p>On the proposition of Cllr Rockett seconded by Cllr Glynn to consider the advice received regarding band accommodation and take appropriate action. All Agreed.</p> <p>ACTION: Clerk to take forward</p>
151	<p>TO MOVE INTO OPEN SESSION</p> <p>On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED the Meeting moves into Open Session</p>
152	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</p> <p>30th October 2024 at 6:00pm</p>
	<p>There being no further business the meeting closed at 19:39 pm Confirmed this day of</p> <p style="text-align: center;">2024</p> <p>CHAIRMAN</p>