



# Fakenham Magna Parish Council

MINUTES of the Annual General Meeting held at Honington & Sapiston Village Hall,  
at 7:30pm on Tuesday 3<sup>rd</sup> May, 2021

**PRESENT:**

Cllr. A Jones  
Cllr. R Johnston  
Cllr. M Rozier  
Cllr. S Mountford

**IN ATTENDANCE:**

Mrs J O'Brien (*Clerk*)  
RFO  
Mr E Wortley

**FMPC26/22 OPENING AND NOMINATIONS FOR CHAIRMAN**

Cllr. Johnston proposed Cllr. A Jones to remain as Chairman seconded Cllr. Mountford. Cllr. Jones accepted.

Cllr. Johnston proposed thanks to Cllr. Jones for his continued support and work as Chairman.

**FMPC 27/22 CODE OF CONDUCT**

The Clerk presented the new model Councillor Code of Conduct 2020 issued by the Local Government Association; it was proposed by Cllr. Johnston, that the new model code be adopted, seconded by Cllr. Mountford.

**FMPC 28/22 DECLARATIONS OF INTEREST**

There were no declarations of interest for this meeting.

**FMPC29/22 APOLOGIES:**

Apologies were received from County Cllr. Spicer, District Cllr. Smith, A Blenkiron

**FMPC30/22 NOMINATIONS OF OTHER COUNCIL OFFICERS**

Cllr. Jones proposed that Cllr. Johnston remain vice-chairman, Cllr. Mountford seconded.

**FMPC 31/22 CO-OPTION OF NEW COUNCILLOR**

It was proposed by Cllr. Rozier that Julia Duckett-Brown be co-opted to the Council, seconded by Cllr. Johnston.

**FMPC32/22 APPOINT MEMBERS TO OUTSIDE BODIES**

Attendance at the Barnham Village Hall committee meetings – Cllr Jones will be prepared to attend if needed. Clerk to check with Barnham Village Hall Committee on attendance. In future Cllr. Jones will attend the RAF Honington Parish Liaison meetings.

**FMPC33/22 MINUTES OF PREVIOUS MEETING**

It was proposed by Cllr. Johnston, and seconded by Cllr. Mountford that the Minutes of the meeting held on 29<sup>th</sup> March, 2022 be approved. Minutes of previous AGM, held in May 2021 had already been approved at the meeting held on 20<sup>th</sup> July, 2021.

**FMPC34/22 OPEN ACTIONS**

- a) VAS – Cllr. Johnston reported that Euston have approved working with Fakenham Magna PC to purchase new VAS but a further quote for the supply of three was still outstanding. Cllr. Johnston will follow this up and report back by next meeting.
- b) Village gateway – the North end gateway is now being painted and the new nameplate/sign fitted.



# Fakenham Magna Parish Council

- c) Village sign – no further update – Clerk to chase for outstanding quote and will forward to councillors once received.
- d) Drainage – Cllr. Jones had contacted Hannah Purkins of Highways who had confirmed that the recent night work carried out had been to survey state of drains through the village and complete remedial works. An outfall into the river needs to be located near Dairy Cottage, near an old ford, further investigations to be conducted. No formal/full report of remedial checks and work had yet been received.

## **FMPC35/22 CHAIRMAN'S REPORT**

The Chairman gave his annual report:

- 6 meetings were held in the year to progress the business of the council. At the start of the year, we gained a councillor, Sarah, to replace Peter Morgan who resigned the year before. We also had Dave Reay resign earlier this year who we have just replaced with Jules Duckett Brown. Again, I'd like to place on record our thanks to Dave for his service to the council and the village.

At the start of last year, I listed 5 priorities. A review is useful:

1. *Greater involvement of the residents in the affairs of the village.*  
Achievements-
  - Fakenham Magnatudes started – increases communication
  - Community Hub questionnaire
  - Jubilee Celebration planned
  - Litter PickNext Step – Village Meeting for the residents to air their concerns and highlight their priorities
2. *Areas of responsibility for Councillors*  
Achievements-
  - Held a meeting to allocate areas to individual councillors.Next Step This needs revisiting now Jules has joined us. We also need to understand how this is going to work for us.
3. *Speed Matters*  
Achievements-
  - Raising money for new VAS
  - *Increased membership of Speedwatch team*Next Steps: Complete VAS project
4. *Flood/Drainage problems throughout the village*  
Achievements-
  - Next Steps: Complete project
  - *Working with SCC to resolve flooding issues*
5. *Pavement clearing*  
Achievements-
  - Some work has been carried out by individual councillors

We have started/completed several projects:

- Already mentioned Community Hub, Jubilee Celebration, and Fakenham Magnatudes, Speedwatch, Litter Pick
- Village Gateway repair x 2
- ANPR application
- GDPR procedures published



# Fakenham Magna Parish Council

- Boundary Commission changes successfully reversed
- Suggestion Box

## Thank You

As always, the council does not run itself. I'd like to thank Jane for her continued diligent support and leadership.

I'd also like to thank Dawn for her excellent work as RFO.

Thanks to all councillors, Ray, Mark, and Sarah for their support in progressing the business of the council.

Thanks to Edward who has continued to record the village's history as it happens and has been busy cataloguing many artefacts found in the parish fields.

Thanks to Joanna and Andrew for their continued support for the welfare of the village.

The Chairman had attended the Parish Liaison meeting at RAF Honington and had learned that a new permissive path was to open soon, that RAF Honington would be celebrating its 85<sup>th</sup> Anniversary this year, a formal reception will be held on July 21<sup>st</sup> and Families Day will be on 28<sup>th</sup> July. The Troston Parish Council chairman reported that a permissive path had opened between Troston and Great Livermere, and Andrew Blenkiron reported that Euston Estate are awaiting approval of a permissive path between the Church at RAF Honington, across the A1088 linking with the footpath between Sapiston and the electricity substation

Traffic data shows volume is about 10% down on 2019 but speeds are higher. The percentage of speeding vehicles is rising. Report to be sent to Police.

Two new policies, Equality and Diversity and Safeguarding, (having been previously circulated) were accepted, proposing acceptance Cllr. Mountford, seconded Cllr. Johnston.

The Jubilee celebration finances will be recorded separately to the main accounts but will be included in audit etc at end of year.

The village social committee wished to make donation of £330.00 to the Parish Council, Cllr. Johnston proposed accepting this offer, seconded by Cllr. Rozier.

The bank account signatories need updating.

*(A copy of the full report is attached to these Minutes held by the Clerk)*

## **FMPC36/22 FINANCIAL REPORT**

RFO presented the accounts, copy attached.

Cllr. Jones proposed acceptance of accounts, seconded by Cllr. Johnston.

Cllr. Mountford proposed that the Parish Council meets the exemption criteria for 2021/22 and wishes to be an exempt authority, not subject to a limited assurance review for that year, seconded by Cllr. Rozier. The RFO next read out, explained, and completed the Governance Statement, it was then proposed by Cllr. Rozier to approve this statement, seconded by Cllr. Johnston. The RFO went through and explained the Accounting Statement, Cllr. Johnston then proposed the Accounting Statement also be approved as true and correct, seconded by Cllr. Jones.

The precept for the year has been received. Currently there are £3,025.88 in reserves.



# Fakenham Magna Parish Council

Payments were considered and made to:

The Clerk – salary £245.04– proposed Cllr. Johnston, seconded Cllr. Jones  
Honington & Sapiston Village Hall – meeting room hire £21.00 – proposed Cllr.  
Mountford, seconded Cllr. Johnston

SALC – yearly subscription £145.40 – proposed Cllr. Johnston, seconded Cllr. Rozier

## **FMPC37/22 COUNTY COUNCILLORS REPORT**

There was no report available for the meeting.

## **FMPC38/22 BOROUGH COUNCILLORS REPORT**

There was no report available for this meeting.

## **FMPC39/22 CLERKS REPORT**

A yearly report was unavailable from the Police but on the constabulary website one case of anti-social behaviour had been reported in February.

There was no report from RAF Honington liaison.

The Clerk wished to remind the councillors about obligations concerning GDPR and when consent forms would be needed.

An email with information concerning clothes and shoe recycling bins as a source of funding had been received and will be circulated to all councillors.

## **FMPC40/22 COUNCILLORS REPORTS**

Cllr. Rozier will replace the rotted post of the noticeboard by next meeting.

Cllr. Johnston spoke of the recent trip he had made to the recycling centre in Bury St Edmunds and his dismay at how the facility was run.

Cllr. Mountford reported that the plans for the Jubilee Party were progressing well and could confirm that a tree would be planted for the Queen's Canopy during the Jubilee weekend celebrations.

## **FMPC39/21 LOCAL HISTORY RECORDER'S REPORT**

Edward Wortley gave his report which covered the Church, with no weddings or baptisms during the year but sadly one funeral. Additional repairs had been carried out on the church exterior fabric and the restoration of the north wall completed. The oldest resident is now Mrs Vivian Gray. There had been several field walk finds within Fakenham Magna. During the quiet period of the pandemic Edward had been able to update several parish files and research additional information. Edward wished to thank the entire parish for keeping him updated during the year. (A full copy of the report is attached to these Minutes)

Cllr. Jones proposed thanks to Edward for his continued support.

## **FMPC40/21 MATTERS FOR DISCUSSION**

There were no further matters for discussion.

## **FMPC41/21 DATE OF NEXT ANNUAL GENERAL MEETING AND MEETING**

AGM date to be advised.

The next meeting of the Parish Council will be held on Tuesday 12<sup>th</sup> July, 2022 commencing at 7:30pm at HSVH committee room.

CHAIRMAN:

DATE:

**Open Actions May 2022**



# Fakenham Magna Parish Council

<b>ACTION</b>	<b>RESPONSIBILITY</b>	<b>TARGET DATE</b>
Village sign – price for renovation	Clerk	Next meeting
VAS quote for three	Cllr. Johnston	Next meeting
Flooding/drainage through village	Cllr. Jones	Next meeting
Archive boxes for Edward	Clerk	ASAP
Send entry for the Link	Clerk	15/06/22
Contact Barnham VH for constitution on attendance at meetings	Clerk	Next meeting

APPROVED