



## **Fakenham Town Council**

4 April 2016

To:

I give notice that you are summoned to attend a **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 12 APRIL 2016** at **7.00pm**.

Yours faithfully

Linda Jennings  
Town Clerk

### **PUBLIC WELCOME**

### **A G E N D A**

**In the interests of openness and transparency, Councillors and Members of the Public are reminded that the law permits any person to film, record, photograph or use Social Media in order to report on the proceedings of a meeting of the Council. The Council request anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.**

- 1 To stand in silence for one minute in memory of former Fakenham Town Councillor and Town Mayor, Dennis Beare.
- 2 To allow Fakenham Police to give a report (if present).
- 3 To allow 15 minutes for Electors Questions
  - a) Estate Agents sign boards – see attached.
  - b) Noise complaint regarding Kinnerton shift changes – see attached.
- 4 To allow 10 minutes for District/County Councillors to address the Meeting.
- 5 To promote the 'Gender Parity' for a minimum of 12 months.
- 6 To fill two vacancies on the Council by co-option (copy letter from one applicant attached).

Fakenham Connect, Oak Street, Fakenham, Norfolk NR21 9DY  
Tel: 01328 853653  
Email: [info@fakenhamtowncouncil.co.uk](mailto:info@fakenhamtowncouncil.co.uk)  
Website: [www.fakenhamtowncouncil.org.uk](http://www.fakenhamtowncouncil.org.uk)  
Town Clerk: Linda Jennings

- 7 To confirm the Minutes of the Meetings held on 2 and 8 March 2016 (attached).
- 8 To consider for acceptance apologies for absence.
- 9 Declarations of Interest: Members are asked at this stage to declare any interests that they may have in any of the following items on the Agenda.
- 10 Mayor's Announcements.
- 11 To receive any reports from Councillors who have attended Meetings outside the Council.
- 12 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.
- 13 Decision Log (attached).
- 14 To receive and comment upon any items for information and action.
- 15 To receive and adopt the Minutes of the Development & Market Committees held on:
  - a) 14 March 2016 (attached).
  - b) 24 March 2016 (attached).
  - c) 4 April 2016 (To follow).
- 16 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
  - a) 22 March 2016 (attached).
- 17 To receive and adopt the Minutes of the Policy & Resources Committee held on:
  - a) 15 March 2016 (attached)
  - b) 5 April 2016 (to follow)
- 18 Financial Matters
  - a) To authorise payment of Accounts and Accounts paid out of Meeting for March and receive Bank Reconciliation Statements for March (to follow).
  - b) To receive and approve Budget vs Actuals for the year ending 31 March 2016 (to follow).
  - c) To receive a report from the RFO.
  - d) To receive notification of the Section 137 expenditure limit for 2016/17.
  - e) To approve membership of Community Action Norfolk, bronze level at £50 per annum.
  - f) To approve quotation from Haller Builders to remove shed with asbestos from Greenway Lane Allotments at a cost of £625 + vat.
  - g) To approve quotation from Haller Builders to repair a leak in the bottom of the wall at Trap Lane Garage at a cost of £215 + vat.
  - h) To approve quotation from Haller Builders re-hang the Band room door at a cost of £320 + vat.
  - i) To approve membership of the Norfolk Playing Fields Association at a cost of £45.
  - k) To approve recruitment costs up to a maximum of £2500.00.
  - l) To approve the amended Financial Regulations for 2016 (attached).
  - j) To receive an amended copy of the Standing Orders for 2016 (attached).
- 19 That under the provision 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 or its inhabitants and will benefit them in a manner commensurate with the expenditure. The applicants are as follows:

- a) East Anglian Children's Hospice
- b) Magpas
- c) Donation towards a bench in memory of Dennis Beare.

- 20 To exchange any information on any matter which might properly be included on the Agenda of the Annual Meeting.
- 21 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.
- 22 Staff matters
- 23 To decide the recipient of the 2016 Community Volunteer Award (attached).
- 24 To discuss Town Council accommodation
- 25 To move into Open Session.