



Fakenham Town Council

3 May 2017

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 9 MAY 2017 at 7.00pm.**

Yours faithfully

Linda Jennings
Town Clerk

AGENDA

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.

To allow Fakenham Police to give a report

To allow 15 minutes for Electors Questions

To allow 10 minutes for District/County Councillors to address the Meeting

AGENDA

- 1 To elect the Town Mayor and receive the Town Mayor's Declaration of Acceptance of Office as required by law
- 2 To consider for acceptance apologies for absence.
- 3 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.
- 4 To elect the Deputy Mayor and receive the Deputy Mayor's Acceptance of Office as required by law.
- 5 To confirm the Minutes of the Meetings held on 11 April 2017 and the Annual Assembly on 25 April 2017 (attached).
- 6 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.

Fakenham Connect, Oak Street, Fakenham, Norfolk NR21 9DY

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Town Clerk: Linda Jennings

- 7 To constitute the Committees of the Council for the ensuing year as follows:
 - a) Development & Market (7 members + Mayor and Deputy Mayor)
 - b) Leisure & Environment (7 members + Mayor and Deputy Mayor)
 - c) Allotments Sub Committee
 - e) Fakenham Town Band (2 members)
 - f) Health & Safety Risk Assessment Working Party (2-3 members + Clerk)
 - g) To appoint Fire Marshalls (Town Clerk L Jennings & Councillor A Vertigan)
 - h) To appoint a Councillor to assist the Town Clerk with the management of Estate land (i.e. cattle, fencing and woodland) currently Cllr M. Coates.

- 8 To appoint representatives to the following bodies (previous appointee's names in brackets):
 - a) Fakenham Community Campus (Cllr J Holdom)
 - b) Fakenham Olivet Twinning Club (Cllr G Acheson)
 - c) Fakenham Museum of Gas & Local History (Cllr N Westmancott)
 - d) Fakenham Police SNAPs (Cllr S Mears)
 - e) Fakenham Area Partnership (Cllr J Holdom)
 - f) Fakenham Charities (Cllr Westmancott and Cllr Vertigan)
 - g) FABCOM (Cllr Sandford-Cooke)
 - h) Kick Start (Cllr Vertigan)
 - i) Active Fakenham Steering Group (Cllr Crook)
 - j) War Memorial Updating Panel (Elected when required)

- 9 To receive an update on Highfield Road Car Park.

- 10 To receive the Outgoing Mayor's Announcements.

- 11 To receive any reports from Councillors who have attended Meetings outside the Council.

- 12 To receive an update on the Decision Log (attached).

- 13 To receive and note correspondence and comment upon any items for information and action (attached).

- 14 To receive and adopt the Minutes of the Development & Market Committees held on:
 - a) 24 April 2017 (attached)
 - b) 8 May 2017 (to follow)

- 15 To receive and adopt the Minutes of the Policy & Resources Committee held on:
 - a) 4 May 2017 (to follow).

- 16 Financial Matters
 - a) To authorise payment of Accounts paid out of Meeting for April 2017 (to follow) and receive Bank Reconciliation Statements for April 2017 (to follow).
 - b) RFO's report.
 - c) To approve the cost of removing 7 Lleylandii trees and the conifer hedging at the front of Creake Road Cemetery to a maximum cost of £2760.
 - d) To approve the payment of legal costs in connection with the Lease of Edmondsons Acres, Goggs Meadow and Bacons Piece £2500 + vat.

- 17 To decide whether to support the North Norfolk Parish and Town Forum regarding the 'Second Homes Council Tax'.
- 18 To receive the Electoral Review of North Norfolk: Final Recommendations (attached).
- 19 To receive any further items for the next agenda.
- 20 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.
- 21 To confirm the Confidential Minutes of the Meetings held on 11 April 2017 (attached).
- 22 To discuss Town Council accommodation
- 23 To discuss a report from the Grass Cutting Working Party.
- 24 To discuss the sale of land at Hall Staithe.
- 25 To move into Open Session
- 26 To note the date and time of the next meeting of the Council on 13 June 2017 at 7.00pm.