

**MINUTES of the proceedings at a Meeting of the
POLICY & RESOURCES COMMITTEE**

held at Fakenham Connect, Oak Street, Fakenham

on THURSDAY 13 DECEMBER 2018 at 5:30pm

PRESENT:

Councillor G Acheson (Chairman, Presiding)

Cllrs: J Holdom, M Dutton, M Coates

Town Clerk: L Jennings

Public: None

		Action (initials)
MINUTES		
69	MINUTES The Minutes of the Meeting held on 13 November 2018 having been circulated were on the proposition of Cllr Coates, seconded by Cllr Acheson, APPROVED and signed by the Chairman.	
70	APOLOGIES Apologies for absence were received and accepted from Cllrs T Edwards, A Vertigan and G Foortse.	
71	DECLARATIONS OF INTEREST There were none.	
72	MATTERS ARISING FROM THE MINUTES Minute 55 – Standing Orders. On the proposition of Cllr Acheson, seconded by Cllr Coates that the Standing Orders are accepted as amended. Minute 55 – Electronic Recording of meetings – Following a meeting of the Working Party it was agreed to trial the recording of meetings at the next Full Council meeting. Recording would only be during the business part of the meeting to establish quality of the recording equipment. The Working Party will then decide if recording will be beneficial.	
73	MINUTES OF THE FINANCE SUB COMMITTEE On the proposition of Cllr Acheson, seconded by Cllr Holdom, the minutes of the meetings held on 19 November 2018 were received with no comments.	
74	THE AMBITIONS & TARGETS OF THE TOWN COUNCIL These were discussed and amended. The Clerk will update these and circulate to the Council.	Clerk
	Councillor Coates left the meeting	
75	MANAGEMENT POLICY This was discussed.	
76	BUDGET FOR 2019/2020 Cllrs discussed proposals for the 2019/2020 budget. The Clerk will investigate a 'retainer' contract for the office IT equipment.	Clerk
77	INTERNAL AUDITOR'S REPORT (INTERIM) 2018-2019 The report was discussed and will be circulated to all Councillors.	
78	Councillor Dutton left the meeting	

