

**MINUTES of the proceedings at a Meeting of the
POLICY & RESOURCES COMMITTEE
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 9 APRIL 2019 at 5:30pm**

PRESENT:

Councillor G Foortse (Deputy Chairman, Presiding)

Cllrs: J Holdom, A Vertigan

Town Clerk: L Jennings

Public: None

		Action (initials)
MINUTES		
122	MINUTES The Minutes of the Meeting held on 12 March 2019 having been circulated were on the proposition of Cllr Vertigan, seconded by Cllr Holdom, APPROVED and signed by the Chairman with the following addition: Item 8 of the P & R agenda of 12 March 2019, the Financial Regulations were amended and approved.	
123	APOLOGIES Apologies for absence were received and accepted from Cllrs T Edwards, G Acheson and M Coates	
124	DECLARATIONS OF INTEREST There were none	
125	MATTERS ARISING FROM THE MINUTES Minute 107 of the March 12 2019 minutes was amended at the Full Council meeting in March. The adopted P & R minutes reflected the changes. Minute 106 (86) Minutes of a confidential nature are kept securely. Draft Standing Orders 27(c) which states: <i>The agenda, papers that support the agenda and the minutes of a meeting shall not disclose or otherwise undermine confidential information or personal data without legal justification.</i> Draft Standing Orders 28(a) which states: <i>If a meeting considers any matter personal to a Council employee, it shall not be considered until the Council or Policy and Resources or Human Resources Committee has decided whether or not the press and public shall be excluded pursuant to standing order 1(d) above.</i> Minute 106 (88) The Contractor has not returned our emails and requests for updates. All items recently added to the website are now in chronological order.	
126	MINUTES OF THE FINANCE SUB COMMITTEE The Minutes of the Meeting held on 19 March 2019 having been circulated were on the proposition of Cllr Holdom, seconded by Cllr Vertigan.	
127	MINUTES OF THE HR SUB COMMITTEE The committee wished for these to be discussed in closed session. TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE	

	<p>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960. On the proposition of Cllr Holdom seconded by Cllr Vertigan 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. Ref Draft Standing Orders 6a (xix). The minutes were received and noted. Agenda item 9 – Town Council Accommodation – nothing to report. Agenda item 10 a) – Recruitment of part time Grounds person - see confidential minute. Agenda item 10 b) – Staff Appraisals – These will be taken to the next HR committee meeting. On the proposition of Cllr Vertigan seconded by Cllr Holdom RESOLVED the Council moves into Open Session.</p>	
128	<p>TO REVIEW THE GENERAL DATA PROTECTION REGULATIONS (GDPR) These were received and approved with no amendments</p>	
129	<p>CORPORATE OBJECTIVES AND MISSION STATEMENT Councillors agreed to change the name of this document to ‘Fakenham Town Council 5 year Business Plan 2018 – 2024. Updates were then agreed and added to the document.</p>	
130	<p>STANDING ORDERS A question had been raised regarding point 2f. This is a statutory requirement under Model Standing Orders and therefore must remain as is. The Chair congratulated Cllrs Vertigan and Holdom for all their work on this document.</p>	
131	<p>TOWN CHRISTMAS EVENT Nothing to report.</p>	
132	<p>DATE AND TIME OF NEXT MEETING 9 July 2019 at 5.30pm.</p>	
	<p>The meeting closed at 19.00</p>	
	<p>CONFIRMED this day of 2019</p> <p style="text-align: right;">CHAIRMAN</p>	