



## **Fakenham Town Council**

11 June 2019

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 18 JUNE 2019** 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 consider for acceptance apologies for absence.
- 2 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.
- 3 To confirm the Minutes of the Meeting held on 21 May 2019.
- 4 To receive the Minutes of the Annual Town Meeting held on 14 May 2019.
- 5 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.
- 6 To fill Four Town Councillor Vacancies by co-option.

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 receive the Mayor's Announcements.
- 8 To receive any reports from Councillors who have attended Meetings outside the Council.
- 9 To receive an update on the Decision Log (attached).
- 10 To receive and note correspondence and comment upon any items for information and action (attached).
- 11 To receive and adopt the Minutes of the Development & Market Committees held on:
  - a) 3 June 2019 (attached)
  - b) 17 June 2019 (To follow)
- 12 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
  - a) 28 May 2019 (attached)
- 13 Financial Matters
  - a. To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for May 2019
  - b. To receive and approve Charter Market Receipts & Payments and Consolidated Bank reports for May 2019
  - c. To receive and approve Financial Statements year-ending 31 March 2019 for Fakenham Town Council and the Charter Market.
  - d. The Annual Governance and Accountability Return for Fakenham Town Council year ending 31 March 2019
    - (i) To receive Annual Internal Audit Report 2018-19
    - (ii) To complete and authorise Section 1 Annual Governance Statement 2018-19
    - (iii) To receive and authorise Section 2 Accounting Statement 2018-19
  - e. To receive the Internal Auditor's Final Report year ending 31 March 2019
  - f. To amend Minute 187.2 Dec 2018 in compliance with statutory requirement - to include final sentence of report "... the formal Precept demand will be made on NNDC for £181,480 early in the New Year, and confirmed at the January meeting."
  - g. To appoint internal auditing services for 2019-20
  - h. Finance Team report
- 14 To Discuss Becoming a Council with General Power of Competence
- 15 To Discuss the Progress of the Heritage Trail
- 16 To receive an update on The Market Towns Initiative (Fakenham Town Centre facelift).
- 17 To Discuss the Christmas Lights Switch-on Event
- 18 To receive any further items for the next agenda.
- 19 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.

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- 20 To confirm the Confidential Minutes of the Meetings held on:
  - a) Full Council – 2019 (attached)
- 21 To discuss Town Council accommodation
- 22 To discuss staff matters
- 23 To move into Open Session
- 24 To note the date and time of the next meeting of the Council on 16 July 2019 at 7.00pm.