



Fakenham Town Council

2 July 2019

I give notice that a Meeting of the **POLICY & RESOURCES COMMITTEE** of Fakenham Town Council will be held at Fakenham Connect, Oak Street, Fakenham, on **TUESDAY 9 JULY 2019** at 5.30pm.

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.

1. To confirm the Minutes of the Meeting held on 9 April 2019 (attached).
2. To receive 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. Matters arising from the Minutes.
5. To receive the minutes of the Finance Sub Committee meeting held on 10 June 2019 (attached).
6. To Review the Service Charge for the Connect Building
7. To receive and review the Final Internal Audit Report June 2019
8. To Review the Councils Website Maintenance

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Email: info@fakenhamtowncouncil.co.uk
Website: www.fakenhamtowncouncil.org.uk
Town Clerk: Linda Jennings

9. To update Rules and Conditions of Letting (Allotments)
10. To discuss the Fakenham Town Council Business Plan
11. To discuss Town Council accommodation
12. Staff Matters
13. To receive an update regarding the Town Christmas event.
14. To note the date and time of the next meeting: Tuesday 8 October 2019 at 5:30pm.