



Fakenham Town Council

6 June 2016

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 14 JUNE 2016** 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 10 May 2016 (attached).
- 7 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda
 - 7.1 To report on relocating CCTV
- 8 To discuss a Town Councillor Vacancy to be filled by co-option and to sign the Declaration of Acceptance of Office and Register of Member's Interests
- 9 To receive the Mayor's Announcements.

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

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- 10 To receive any reports from Councillors who have attended Meetings outside the Council.
- 11 To report on the potential closure of Cranmer House and receive a letter from the Friends of Cranmer House (attached).
- 12 To discuss the meeting on proposed car parking charges by North Norfolk District Council for the area outside the Community Centre.
- 13 To receive an update on the Decision Log and Clerks report (attached).
- 14 To receive and note correspondence and comment upon any items for information and action.
 - 14.1 Police Crime Newsletters
 - 14.2 Norfolk ALC Newsletter, Training Courses and Salary Scales, Nomination for Executive
 - 14.3 Norfolk County Council – Traffic Regulation Order Tunn Street – Gas connection
 - 14.4 STANTA and Sculthorpe Live Firing & Air Activity Details 30 May – 26 June 16
 - 14.5 Outlaw Half Holkham Triathlon – 3 July 2016 – through Fakenham
 - 14.6 EACH – Letter of thanks for donation
 - 14.7 MAGPAS Air Ambulance – Letter of thanks for donation
 - 14.8 Clothes Aid House to House Collections for NSPCC 1 July 16 – 30 June 17
 - 14.9 OH Le Magazine D'Olivet
 - 14.10 Community Action Norfolk – Signpost Magazine
 - 14.11 Norfolk Coast Partnership – Newsletter No. 1
 - 14.12 North Norfolk Workout Group – June Newsletter
 - 14.13 Rural Services Network – Weekly Rural News Digest
 - 14.14 Office of Police & Crime Commissioner for Norfolk – Newsletter May 2016
 - 14.15 Norfolk Pension Fund – Employer Forum 28 June 2016
 - 14.16 Norfolk County Council – Parish Partnership Scheme – Submit bids by 16 December 2016
 - 14.17 Norfolk County Council – Invitation to Devolution Briefing for Chairs and representatives of Norfolk Town & Parish Councils 16 June/22 June 2016
 - 14.18 North Norfolk Arts E-News
 - 14.19 Norfolk County Council / EDP – “Write On Norfolk” Competition
 - 14.20 SSAFA – Letter of thanks for donation
 - 14.21 North Norfolk District Council – Election of Chairman, Cllr John Lee, Vice-Chairman, Cllr Richard Shepherd
 - 14.22 Royal British Legion - Somme Poppies support
 - 14.23 Market Times
- 15 To receive and adopt the Minutes of the Development & Market Committees held on:
 - a) 23 May 2016 (attached)
 - b) 13 June 2016 (To Follow)
- 16 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - a) 24 May 2016 (attached)
- 17 Financial Matters
 - a) Auditing Solutions Ltd to continue to be the Council's Internal Auditors for a total of two days throughout the 2016-17 financial year
 - b) To receive the Internal Audit report for the financial year 2015/16 and to report on any items raised by the Audit Report.
 - c) To approve the Financial Statement for the Year Ended 31 March 2016.

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- d) To approve the Annual Governance Statement 2015/16 and the Accounting Statements for 2015/16 (Annual Return Form)
 - e) To authorise payment of Accounts and Accounts paid out of Meeting for May and receive Bank Reconciliation Statements for May (to follow).
 - f) To appoint an Internal Controller (councillor)
 - g) To receive a report from the RFO.
- 18 To award a grant under the Local Government Act 1972, Section 137
Under the provisions of Section 137 of the Local Government Act 1972 the following expenditure should be incurred which, in the opinion of the Council is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure:
- a) Fakenham Area Conservation Team
- 19 To receive a report on Raising the Profile of Fakenham Town Council
- 20 To receive any further items for the next agenda.
- 21 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.
- 22 Staff matters
- 23 To discuss Town Council accommodation
- 24 To move into Open Session
- 25 To note the date and time of the next meeting of the Council on 12 July 2016 at 7.00pm