



Fakenham Town Council

7 June 2017

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 13 JUNE 2017 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 Meetings held on 9 May 2017.
- 4 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.
- 5 To receive the resignation of a Councillor
- 6 To fill a Town Councillor Vacancy by co-option and to sign the Declaration of Acceptance of Office and Register of Member's Interests.
- 7 To receive an update on Highfield Road Car Park.

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Town Clerk: Linda Jennings

- 8 To receive the Mayor's Announcements.
- 9 To receive any reports from Councillors who have attended Meetings outside the Council.
- 10 To receive an update on the Decision Log (attached).
- 11 To receive and note correspondence and comment upon any items for information and action (attached).
- 12 To receive and adopt the Minutes of the Development & Market Committees held on:
 - a) 22 May 2017 (attached)
 - b) 5 June 2017 (attached)
- 13 To receive the minutes of the Leisure & Environment Committee held on:
 - a) 23 May 2017
- 14 Financial Matters
 - a) To authorise payment of Accounts paid out of Meeting for May 2017 (attached) and receive Bank Reconciliation Statements for May 2017 (attached).
 - b) To receive and approve the Financial Statements for the Year Ended 31 March 2017.
 - c) To receive the Annual Governance Statement 2016-17 – section 1 of Annual Return, year ending 31 March 2017.
 - d) To receive the Annual Governance Statement 2016-17 – section 2 of Annual Return, year ending 31 March 2017.
 - e) To receive the final Internal Audit report for the financial year 2016/17 and to report on any items raised by the Audit Report.
 - f) To agree Internal Audit services for 2 x 1 day audit inspections during 2017-18 at an approximate cost of £1100 per annum.
 - g) To consider and approve either:
 - i. Ann Kerrison as an additional user of Council's Barclay Business Credit Card, or
 - ii. Ann Kerrison as an additional Barclay Business Credit Card holder.
 - h) To authorise approval for Ann Kerrison to en-cash Petty Cash Cheques.
 - i) RFO's report.
- 15 To receive and adopt the deferred the Pension Policy for Fakenham Town Council (attached).
- 16 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) Norfolk Family Mediation
 - b) Annual inspection cost for defibrillator situated at Fakenham Police Station.
- 17 **LOCAL GOVERNMENT ACT 1972, s 144 (TOURISM) DONATION**
Under the provisions of Section 144 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) Re-imbusement costs for envelopes used for the recent Fashion Show.

- 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.
- 20 To confirm the Confidential Minutes of the Meetings held on 9 May 2017 (attached).
- 21 To discuss Town Council accommodation
- 22 To discuss a report from the Grass Cutting Working Party.
- 23 To discuss the sale of land at Hall Staithe.
- 24 To discuss Staff Matters
- 25 To move into Open Session
- 26 To note the date and time of the next meeting of the Council on 11 July 2017 at 7.00pm.