



Fakenham Town Council

5 September 2017

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 12 SEPTEMBER 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 Meeting held on 11 July 2017 and the Extraordinary Meeting held on 4th September 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 fill a Town Councillor Vacancy by co-option and to sign the Declaration of Acceptance of Office and Register of Member's Interests.

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

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- 6 To receive an update on Highfield Road Car Park.
- 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) 17th July 2017 (attached)
 - b) 31st July 2017 (attached)
 - c) 14th August 2017 (attached)
 - d) 4th September 2017 (attached)
- 12 To receive the Minutes of the Leisure & Environment Committee held on:
 - a) 25th July 2017 (attached)
 - b) 22nd August 2017 (attached)
- 13 To receive the Minutes of the Policy & Resources Committee held on:
 - a) 1st August 2017 (attached)
 - b) 5th September 2017 (attached).
- 14 Financial Matters
 - a) To authorise payment of Accounts and Accounts paid out of Meeting for July 2017 (attached) and August 2017 (to follow) and to receive Bank Reconciliation Statements for July 2017 (attached) and August 2017 (attached).
 - b) To receive notice that the inspection of the Council's accounts for 2016/2017 were completed and signed off by Mazars, the External Auditor on 18 August 2017 and to receive notice that the Notice of Conclusion of the Audit and right to inspect the Annual Return was displayed on the Council's Notice Board on 29 August 2017 for 14 days as required by law. (Copy Annual Return attached).
 - c) To Confirm External Audit process.
 - d) RFO's report.
- 15 To Discuss the revised closure times of the Thursday market being made permanent.
- 16 To discuss the Parish Partnership Scheme (see attached).
- 17 To receive an update on Trap Lane Pavilion improvements.
- 18 To receive notification from the Boundary Commission for England 2018 review.
- 19 **LOCAL GOVERNMENT ACT 1972, s144 (Tourism) DONATION**
Under the provision 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: Milestone Society

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- 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:
 - a) 11 July 2017 at Full Council (attached).
 - b) 25 July 2017 at Leisure & Environment Committee (attached).
 - c) 1 August 2017 at Policy & Resources Committee (attached).
 - d) 22 August 2017 at Extraordinary Meeting of Full Council (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 10 October 2017 at 7.00pm.