



Fakenham Town Council

22 May 2018

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 29 MAY 2018** 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 2 May 2018 (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.
 - a) Update of Fakenham Town Council's Standing Orders.
 - b) Review of the Asset Register
 - c) Inventory of the Council's equipment
5. General Data Protection Regulation (GDPR)
6. To receive the Terms of Reference from the Finance Committee.
7. To review the Market Tolls Grant Application criteria and update the Market Tolls application form.

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Town Clerk: Linda Jennings

8. To review Financial Risk Assessment (attached).
9. To review Financial Regulations (attached).
10. To discuss the appointment of the Mayor at the Annual Council Meeting.
11. To move that Public and Press be excluded from the meeting under the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.
12. To confirm the Confidential Minutes of the Meeting held on 2 May 2018 (attached).
13. To discuss Town Council accommodation.
14. Staff Matters
15. To discuss land at Aldiss Park
16. To move into open session.
17. To note the date and time of the next meeting: Tuesday 10 July 2018 at 5:30pm