



Fakenham Town Council

10 September 2019

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 17 SEPTEMBER 2019** 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 formally thank the Community Archive Group for their help with the Heritage Trail

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 16 July 2019.
- 4 To Confirm the Minutes of the Extraordinary Meeting held on 20 August 2019
- 5 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.
 - 1) Minute 61 - Advertising Signs on Smith Lane Roundabout
 - 2) Minute 70 –(Minute 252) "No Dog" signs around the estate
Fakenham Connect, Oak Street, Fakenham, Norfolk NR21 9DY
Tel: 01328 853653

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

3) Minute 70-Highways Engineer visit to the Town

- 6 To receive the resignation of a Councillor
- 7 To fill Three Town Councillor Vacancies by co-option.
- 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) 29 July 2019 (attached)
 - b) 12 August 2019 (Attached)
 - c) 2 September 2019 (Attached)
 - d) 16th September 2019 (To follow)
- 13 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - a) 23 July 2019 (attached)
 - b) 27th August 2019 (Attached)
- 14 To receive and adopt the Minutes of the Policy & Resources Committee held on:
 - a) 14 August 2019 (Attached)
 - b) 10 September 2019 (Attached)
- 15 Financial Matters
 - a. To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for July/August 2019
 - b. To receive and approve Charter Market Receipts & Payments and Consolidated Bank reports for July/August 2019
 - c. To Receive minutes of Finance Committee meetings 12th August 2019 and 9th September 2019
 - d. To consider a proposition to renew the current payment terminal arrangements with Barclays Bank, in October
 - e. Finance Team report
- 16 To Discuss the 5 Year Business Plan
- 17 To consider Future Development Plans
- 18 To discuss the Progress of the Heritage Trail
- 19 To receive an update on The Market Towns Initiative (Fakenham Town Centre facelift).
- 20 To Discuss the possibility of a Park Run
- 21 To Discuss the Christmas Lights Switch-on Event

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- 22 To receive any further items for the next agenda.
- 23 To Receive a letter of thanks from the Fakenham Community Archive Group
- 24 **TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S 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 Citizens Advice
- 25 **TO AWARD A GRANT UNDER THE 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) Fakenham Community Archive
- 26 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.
- 27 To confirm the Confidential Minutes of the Meetings held on:
a) Full Council – 16 July 2019 (attached)
b) Extraordinary Full Council Meeting – 20 August 2019 (attached)
c) Policy & Resources Committee meeting – 10 September 2019 (Attached)
- 28 To discuss Town Council accommodation
- 29 To discuss staff matters
a). To receive minutes of HR September meetings (to follow)
b). To receive a draft policy on Special Leave (to follow)
- 30 To move into Open Session
- 31 To note the date and time of the next meeting of the Council on 15 October 2019 at 7.00pm.