



Fakenham Town Council

8 October 2019

I give notice that you are summoned to attend the next **MEETING** of the **COUNCIL** at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 15 OCTOBER 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 allow Matthew Hatfull (Change Manager for the Post Office) to speak about the future of a Post Office in Fakenham.

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 17 September 2019.
- 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 two Town Councillor Vacancies by co-option.

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Town Clerk: Linda Jennings

- 6 To receive the Mayor's Announcements.
- 7 To receive any reports from Councillors who have attended Meetings outside the Council.
- 8 To receive an update on the Decision Log (attached).
- 9 To receive and note correspondence and comment upon any items for information and action (attached).
- 10 To receive and adopt the Minutes of the Development & Market Committees held on:
 - a) 30 September 2019 (attached).
 - b) 14 October (to follow).
- 11 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - a) 24 September 2019 (attached).
- 12 Financial Matters
 - a. To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for September 2019
 - b. To receive and approve Charter Market Receipts & Payments and Consolidated Bank reports for September 2019
 - c. To receive and approve 2nd Quarter Budget v Actuals report
 - d. To receive and approve 2nd Quarter Variance report
 - e. To Receive minutes of Finance Committee meeting
 - f. Finance Team report
- 13 To Discuss the 5 Year Business Plan (attached).
- 14 To consider Future Development Plans
- 15 To discuss the future projects by Active Fakenham.
- 16 To discuss the Progress of the Heritage Trail
- 17 To receive an update on The Market Towns Initiative (Fakenham Town Centre facelift).
- 18 To discuss the Christmas Lights Switch-on Event
- 19 To receive any further items for the next agenda.
- 20 To discuss joining the Rural/Market Towns Group (attached).
- 21 To discuss a request that local businesses are allowed to use the Town Crest for advertising purposes.
- 22 **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:
 - SSAFA The Armed Forces Charity

- 23 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.
- 24 To confirm the Confidential Minutes of the Meetings held on:
 - a) Full Council – 17 September 2019 (attached)
- 25 To discuss Town Council accommodation
- 26 To discuss staff matters
- 27 To move into Open Session
- 28 To note the date and time of the next meeting of the Council on 19 November 2019 at 7.00pm.