



## **Fakenham Town Council**

11 December 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 DECEMBER 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 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 19<sup>th</sup> November 2019.
- 4 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda.  
Minute 161 – VE Day Plans  
Minute 164.4 – Cemetery & Charter Market – small business rates enquiries.  
Minute 166 – Councillor Training
- 5 To fill One Town Councillor Vacancy by co-option.

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

Tel: 01328 853653

Email: [info@fakenhamtowncouncil.co.uk](mailto:info@fakenhamtowncouncil.co.uk)

Website: [www.fakenhamtowncouncil.org.uk](http://www.fakenhamtowncouncil.org.uk)

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) 25<sup>th</sup> November 2019 (Attached)
  - b) 9<sup>th</sup> December 2019 (Attached)
- 11 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
  - a) 26<sup>th</sup> November 2019 (attached)
- 12 Financial Matters
  - a. To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for November 2019
  - b. To receive and approve Charter Market Receipts & Payments and Consolidated Bank reports for November 2019
  - c. To Receive minutes of Finance Committee meetings 16 December 2019
  - d. To receive the Interim Internal Audit Report
  - e. Finance Team report
- 13 To Discuss the 5 Year Business Plan
- 14 To receive an update on The Market Towns Initiative (Fakenham Town Centre)
- 15 To receive a progress update on the Library Triangle.
- 16 To receive an update on the Christmas Fayre & Lights Switch-on Event
- 17 To receive any further items for the next agenda.
- 18 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.
- 19 To confirm the Confidential Minutes of the Meetings held on:
  - a) Full Council – 19 November 2019
- 20 To discuss Town Council accommodation
- 21 To move into Open Session
- 22 To note the date and time of the next meeting of the Council on 21<sup>st</sup> January 2020 at 7.00pm.