



Fakenham Town Council

2 January 2020

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 7 JANUARY 2020** at 4.00pm.

Yours faithfully

Linda Jennings
Town Clerk

A G E N D A

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 12 November 2019 (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.
Minute 54: Updates from Nfk ALC regarding training of Councillors.
5. To receive the minutes of the Finance Sub Committee meetings held on:
a) 16th December 2019 (attached)
6. To receive the minutes of the HR Sub Committee meetings held on:
a) 10th December 2019 (attached)
7. Budget setting.

8. To receive a progress report regarding the updating of the Council's I.T. equipment and system.
9. 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.
10. To confirm the Confidential Minutes of the meeting held on 23 October 2019 (attached).
11. To discuss Town Council accommodation
12. Staff Matters
13. To move into open session.
14. To note the date and time of the next meeting: Tuesday 7 January 2020 at 5:30pm.