



Fakenham Town Council

9 June 2021

I give notice that a Meeting of Fakenham Town Council will be held at the
Community Centre, Oak Street, Fakenham NR21 9DY
on WEDNESDAY 16 JUNE 2021 AT 7PM
PLEASE NOTE VENUE, DATE AND TIME

Yours faithfully
L J Jennings
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 receive a report from Fakenham Police

To receive any Electors Questions:

To receive any reports from District/County Councillors

For time management purposes, if possible written reports are requested prior to the meeting to facilitate Q&A only at 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 19th May 2021.
- 4 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda:

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

- 5 To receive the Mayor's Announcements.
- 6 To receive any reports from Councillors who have attended Meetings outside the Council.
- 7 To receive an update on the Decision Log (attached).
- 8 To receive and note correspondence and comment upon any items for information and action:
- 9 To receive and adopt the Minutes of the Development & Market Committees held on:
 - a) 24th May 2021 (attached)
 - b) 7th June 2021 (to follow)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - a) 25th May 2021 (attached)
- 11 To receive an update on the Charter Market Trust preparations
- 12 Financial Matters - monthly reports:
 - a. To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for April and May 2021
 - b. To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for April and May 2021
 - c. To receive minutes for the Finance Committee meetings held on 14th June 2021
 - d. To receive Finance Team report
13. Year-end reports and Annual Governance and Accountability Return (AGAR) as at 31 March 2021:
 - a. To receive the Annual Internal Audit statement
 - b. To receive and approve Section 1 Annual Governance Statement
 - c. To receive and approve Section 2 Accounting Statement
 - d. To receive Statutory Income & Expenditure report and Balance Sheet for signing
 - e. To receive 31 March 2021 year-end Reserves schedule
14. To agree dates for 'Exercise of Public Rights' notice
15. To receive Final Annual Internal Audit Report year-ending 31 March 2021
16. To receive and approve Independent Examiner's report of Charter Market Annual Accounts at 31 March 2021
- 17 To discuss sporting facilities in Fakenham.
- 18 To identify potential locations where additional cycle parking could be installed In Fakenham.
- 19 To note the date for the Annual Assembly – Wednesday 23rd June 2021 at 7pm at the Fakenham Community Centre.
- 20 To receive any further items for the next agenda.

- 21 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.
- 22 To discuss Town Council accommodation
- 23 To move into Open Session.
- 24 To note the date and time of the next meeting of the Council on 20th July 2021.