



Fakenham Town Council

15th November 2023

I give notice that the Annual Meeting of Fakenham Town Council will be held at the
LOUNGE AREA, COMMUNITY CENTRE, OAK STREET, FAKENHAM

on WEDNESDAY 22nd NOVEMBER 2023 AT 6PM

PLEASE NOTE VENUE, DATE AND TIME

Yours faithfully

L Meanley

Lesley Meanley
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 Debi Haden from North Norfolk District Council Connectors 10 minutes to talk about Fakenham Dementia Support

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 Full Council Minutes of the Meeting held on 25th October 2023.
- 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: Lesley Meanley

- 6 To receive the Mayor's Announcements.
- 7 To receive any reports from Councillors who have attended Meetings outside the Council.
- 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:
 - 6th November 2023 (attached)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - 21st November 2023 (to follow)
- 11 To receive and adopt Minutes of the Policy & Resources Committee held on
 - November 2023:
- 12 To elect a fifth member to the Policy & Resources Committee
- 13 Financial Matters - monthly reports:
 - a) To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for October 2023.
 - b) To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for October 2023.
 - c) To receive and adopt minutes for the Finance Committee meeting held on 13th November 2023 (attached)
 - d) To receive Finance Team report
 - e) To receive any updated information on 2024-25 budget preparation.
 - f) To note the amended financial regulations document
- 14 To discuss possible closer working with local community groups.
- 15 To receive and adopt policies brought to November P&R meeting
 - Lone Working Policy
 - Body worn camera Policy
 - Sickness Absence Policy
 - Office Risk Assessment
- 16 To receive the Internal Controllers report.
- 17 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:
MAGPAS Air Ambulance
- 18 To receive an update on the Parking Town Centre rejuvenation Stakeholder working group.
- 19 To Review Armistice Day and Remembrance Sunday Events
- 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 confirm the confidential minutes of the Full Council meeting held on 25th October 2023 (attached) Leisure and environment meeting held on 21st November 2023 (to follow) Policy and Resources Meeting 7th November 2023 (attached)
- 23 To move into Open Session.
- 24 To note the date and time of the next meeting of the Council on 20th December 2023. (Please note this is a week earlier than usual due to Christmas.)