



Fakenham Town Council

16th September 2024

I give notice that the Meeting of Fakenham Town Council will be held at the
LOUNGE AREA, COMMUNITY CENTRE, OAK STREET, FAKENHAM
on WEDNESDAY 25th SEPTEMBER 2024 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 receive a report from Fakenham Police

To receive any Electors Questions: Members of the public will be invited to ask questions of the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item is limited to 15 mins.

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 28th August 2024.
- 4 To receive an update on actions taken after the last Council Meeting if these matters are not included on the agenda.

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Town Clerk: Lesley Meanley

- 5 To receive the Mayor's Announcements.
- 6 To receive any reports from Councillors who have attended Meetings outside the Council.
- 7 To fill one Town Councillor vacancy by co-option
- 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 Committee held on:
 - 2nd September (attached)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - 10th September 2024 (attached) To note:
Minute 80 - The Nest swing seat base has broken but there is limited budget available. £695 be accepted. Finance Subcommittee to assess if budget can be found. See item 14 on the agenda.
- 11 To receive and adopt the minutes of the Policy & Resources meeting held on:
 - 17th September 2024 (attached). To note:
Minute 34 - To receive recommendation regarding Market tolls expenditure that 25% of the yearly Market income should be recharged to FTC. This should be in the form of a quarterly payment to the Market Tolls deposit account and then a yearly transfer to FTC.
Minute 33 - To receive and adopt policies as listed reviewed at P&R meeting:
 - i. Councillor email policy
 - ii. Community engagement policy
 - iii. Co-option policy
 - iv. Members code of Conduct policy
 - v. Standing orders
- 12 Financial Matters – monthly reports
 - a. To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for August 2024.
 - b. To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for August 2024.
 - c. To receive schedule of payments over £500 for uploading to website
 - d. To receive update on investment strategy proposal (July 31 Min 79e)
 - e. To receive Finance Team report
 - f. To receive 2024-25 Ear Marked Reserves schedule with revised balances
 - g. To receive independent examiners report for Fakenham charter market year ending 31st March 2024.
- 13 To agree reallocated £1,587.50 budget expenditure for SAMS2 equipment through Parish Partnership matched funding
- 14 To agree reallocated budget expenditure of £695+delivery for Millennium Park nest seat replacement
- 15 To discuss Full Council and committee meetings
- 16 To discuss FLASH project and update on provision of MUGA
- 17 To discuss the need for appointments for refuse sites

- 18 To discuss Housing 21 request for the Town Council to take over responsibility for the footpath at Meadow Walk
- 19 To receive notice of 2024 Review of polling districts and polling places
- 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 Finance Sub-Committee meeting 15th July 2024 (attached) Policy & Resources committee meetings on 16th July 2024 (attached)
- 23 To discuss land leases and proposal to create man-made wetland at Aldiss Park
- 24 To discuss Town Band Accommodation
- 25 To move into Open Session.
- 26 To note the date and time of the next meeting of the Council on 30th October 2024.