



Fakenham Town Council

21st August 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 28th AUGUST 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 31st July 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:
 - 5th August (attached)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - 13th August 2024 (attached) To note:
 - Brickwork repair to walls at Queens Road Cemetery - recommended to proceed with a quote for £445.
 - Brickwork repair at Library corner - recommended to proceed with a quote for £275.
 - Recommended to proceed with a 12 month hire contract for a ground's vehicle at £625 per month.
 - Recommended purchase of strimmer for £1012.50 net.
 - Recommended purchase of a commercial push mower for £1239 gross.
 - Recommended Tree Survey quote of £790 for 9 locations across the estate.
 - Recommended specialist cemetery mapping for £7220 net (this included a arboriculture survey identifying root protection zones – Clerk confirming if it can be covered under Tree survey quote.
- 11 To receive and adopt the minutes of the Extraordinary Policy & Resources meeting held on:
 - 13th August 2024 (attached).
- 12 Financial Matters – monthly reports
 - a. To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for July 2024.
 - b. To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for July 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
- 13 To discuss Police Traveller liaison
- 14 To receive the Internal Controllers report for July 2024
- 15 To elect 1 member to the Allotment sub-committee
- 16 To discuss Allotment tenant's discounts
- 17 To agree resident & stakeholder survey questions and formats
- 18 To discuss FLASH project

- 19 To receive any further items for the next agenda.
- 20 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.
- 21 To confirm the confidential minutes of the Full Council meeting held on 31st July 2024 (attached) Development & Market meeting 5th August 24 (attached) and Leisure and environment meeting held on 13th August 2024 (attached)
- 22 To discuss Town Band Accommodation
- 23 To discuss the Norfolk Mitigation Fund
- 24 To move into Open Session.
- 25 To note the date and time of the next meeting of the Council on 25th September 2024.