

MINUTES of the proceedings at a Meeting of the

POLICY & RESOURCES COMMITTEE

WHO MET AT FAKENHAM CONNECT, OAK STREET, FAKENHAM

On TUESDAY 5th March at 5:30pm

PRESENT:

Councillors: Angela Glynn (Chairman presiding) J Holdom, V Joslin, G Acheson and J Rockett.

Town Clerk: Lesley Meanley

Administration Assistant: Karen Lindsay

Public: None

		Action (initials)
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MINUTES

73	TO CONFIRM THE MINUTES OF THE MEETING HELD ON THE 13th FEBRUARY 2024 The Minutes of the Policy and Resources Committee Meeting held on 13 th February 2024, were on the proposition of Cllr Glynn, seconded by Cllr Joslin AGREED by all and signed by the Chairman.	
74	APOLOGIES Cllr Bucknell & Cllr Dutton	
75	DECLARATIONS OF INTEREST There were none.	
76	MATTERS ARISING FROM THE MINUTES OF 13th February 2024 Minute 65 (54) – To discuss the CCTV in the Town. – The Office has spoken to the police and sent a list of questions and data required, as well as asking for potential meeting dates. Awaiting response Minute 67 – To consider a new Community Engagement Plan and new Business Plan – Pilot community engagement questionnaire planned for 21 st March in the market.	
77	TO RECEIVE THE MINUTES OF THE FINANCE SUB-COMMITTEE MEETING: The minutes from 19 th February 2024 Finance Subcommittee were received at Full council on the 28 th February.	
78	TO RECEIVE AND REVIEW POLICIES FOR UPDATE: Lone working risk assessment – The Lone Working Risk Assessment has morphed into an estate working risk assessment which was on the proposition of Cllr Acheson, seconded by Cllr Glynn and agreed by all to go to full council. Green spaces and amenity policy – Deferred. Recruitment policy – Deferred. Meeting recording policy – Debate on the advantages/disadvantages of recording meetings. Meeting Chairs to ensure closed session used appropriately. For the audio recording of each meeting in open session and the audio file uploaded to FTC website. The closed session to be recorded for the sole purpose of producing draft minutes; Cllrs can listen to the recording,	

