



Fakenham Connect
Oak Street
Fakenham
Norfolk
NR21 9DY
Tel: 01328 853653

e-mail: info@fakenhamtowncouncil.gov.uk
website: fakenhamtowncouncil.gov.uk

Fakenham Town Council

Governance & Finance Committee Meeting

Date: **Tuesday 17th March 2026**

Time: **18:00**

Location: **FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM**

Members are hereby summoned to attend the above meeting to discuss the following items. Please take a moment to review each agenda item carefully beforehand

Committee Councillors: A Glynn (Mayor), V Joslin (Deputy Mayor), Penelope Bucknell, Martin Dutton, Lucy Harrison, David Hunter, Jim Rockett

For Information: Mark Campbell, Tim Duffy, Carl Fairbrother, Andy Girton, Gary Thorpe

Yours faithfully

L Meanley

Lesley Meanley

Town Clerk

12th March 2026

Number	Agenda	Pack Page
151/26GF	To receive Apologies for Absence	
152/26GF	To adjourn the Meeting for Electors' questions	
153/26GF	Declarations of Interest: Members are asked at this stage to declare any Interests, which they may have, in any of the following items on the agenda	1-2
154/26GF	To confirm the minutes of the Governance & Finance Committee meeting held on 17 th February 2026	3-4
155/26GF	To discuss any matters arising from the Governance & Finance Committee meeting held on 17 th February 2026	5
156/26GF	To review and agree policies and risk assessments for update: <ul style="list-style-type: none">• IT Policy• Scheme of Delegation and Standing Committees Terms of Reference• Risk Assessment & Method Statement – Temporary Road Closures for Fakenham Town Centre Markets & Civic Events	6-26 27-35 36-43
157/26GF	To Review Town Council and Visit North Norfolk partnership membership 2026	44-47
158/26GF	To review finance reports for month ending February 2026	48-78

	<ul style="list-style-type: none"> • To receive and review February 2026 receipts and payments for Fakenham Town Council and Charter Market • To receive and review February 2026 consolidated bank reconciliation reports for Fakenham Town Council and Charter Market bank accounts • To note the current Income and Expenditure Budget vs Actuals report • To receive and approve the February 2026 schedule of payments over £500 for display on the website 	
159/26GF	To consider and agree the Council's reserves for the 2026/27 financial year, as detailed within the agreed 2026/27 Budget	79-80
160/26GF	To receive the RFO's report	81-83
161/26GF	To note the notification from Barclays regarding updated Terms and conditions	84
162/26GF	To receive the Internal Controller review	
163/26GF	To discuss the FLASH Project	
164/26GF	To confirm the date and time of next meeting Governance & Finance: Tuesday 21st April 2026 at 18:00	