

MINUTES of the proceedings at a Meeting of the

POLICY & RESOURCES COMMITTEE

WHO MET AT FAKENHAM CONNECT, OAK STREET, FAKENHAM

On TUESDAY 11TH JANUARY 2022 at 5:30pm

PRESENT:

Councillor G Foortse (Chairman, Presiding)

Cllrs: A Glynn, M Dutton, J Rockett and J Holdom

Town Clerk: L Jennings

Public: None

		Action (initials)
MINUTES		
26	MINUTES As the meeting was not quorate the Minutes of the Meeting held on 9 th November 2021 having been circulated were taken as read. These will be approved at the next meeting when it is hoped more Committee members will attend.	
27	APOLOGIES Apologies were received from Cllr Bucknell and Acheson.	
28	DECLARATIONS OF INTEREST There were none.	
29	MATTERS ARISING FROM THE MINUTES Minute 7 – Bullying, Harassment and Dignity at Work Policy – the Clerk and Deputy Clerk have met with Cllr Bucknell. An updated version is in progress. Minute 8 – Charter Market becoming a Charity – an Extraordinary Full Council meeting will be arranged to discuss this item and the Town Council accommodation. This has been arranged for Tuesday 8 th February 2022.	PB/Clerk /Deputy Clerk
30	TO RECEIVE THE MINUTES OF THE FINANCE SUB-COMMITTEE MEETINGS HELD ON: The Minutes of the Meeting held on 8 th November 2021 having been circulated were taken as read. These will be approved at the next meeting when it is hoped more Committee members will attend. The Minutes of the Meeting held on 13 th December 2021 having been circulated were taken as read. These will be approved at the next meeting when it is hoped more Committee members will attend.	
31	TO APPROVE THE CLEARING AND REPLANTING OF THE CINEMA TRIANGLE AT A COST OF £2,270 + VAT This will be an agenda item on the Full Council Agenda.	
32	TO RECEIVE THE INTERNAL AUDITORS REPORT Recommendation 1 – <i>The Council should consider formally receiving and readopting the Councillors Code of Conduct each year.</i> This will be completed at the Annual meeting every May and recorded in the minutes to ensure the Council continues to maintain a high standard of Governance. Recommendation 2 - This item was covered at the finance subcommittee meeting. A draft document has been circulated but needs further work. This will be brought to the February P & R meeting. Recommendation 3 - This item was covered at the finance subcommittee meeting. Recommendation 4 – The Internal Controller is investigating this recommendation and will report to the Finance Committee.	

