



Fakenham Town Council

23rd October 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 30th OCTOBER 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 25th September 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 two Town Councillor vacancies 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:
 - 7th October 2024 (attached)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - 8th October 2024 (attached) To note: Minute 95 - Playground repairs – Cllrs agreed to move forward with repairs at Millenium Park to the slide £422.80, to the carousel £3720, to the Swing basket – inspection for £140 or replacement part if not recently replaced of £1995 and to the seesaw of £229.50. To Whitelands park swing for £239.10. Incidentals such as waste clearance, travel are an additional £587.70.
- 11 Financial Matters – monthly reports
 - a. To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for September 2024
 - b. To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for September 2024
 - c. To receive and approve the second quarterly Income and Expenditure Budget v Actuals report
 - d. To receive schedule of payments over £500 for uploading to website
 - e. To receive the notes of a Finance discussion held on 21st October 2024 (attached)
 - f. To receive Finance Team report
- 12 To discuss Full Council and committee meetings
- 13 To confirm arrangements for Remembrance Sunday/Armistice Day – Cllr volunteer roles
- 14 To receive information on Age Friendly North Norfolk project
- 15 To discuss FLASH project and update on provision of MUGA
- 16 To discuss 9 Norwich Street Fakenham
- 17 To receive any further items for the next agenda.
- 18 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.
- 19 To receive notice of a data breach and agree next steps
- 20 To discuss Councillor and Officer roles and expectations
- 21 To discuss Town Band accommodation
- 22 To move into Open session

23 To note the date and time of the next meeting of the Council on 27th November 2024.