



## **Fakenham Town Council**

9<sup>th</sup> November 2021

I give notice that a Meeting of Fakenham Town Council will be held at the  
**LANCASTER ROOM, GALLOW SPORTS CENTRE,**  
**on TUESDAY 16 NOVEMBER 2021 AT 7PM**  
**PLEASE NOTE VENUE, DATE AND TIME**

Yours faithfully

**L J Jennings**

Linda Jennings  
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:

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 Minutes of the Meeting held on 19<sup>th</sup> October 2021.
- 4 To receive an update on actions taken after the last Council Meeting if these matters are not included on the Agenda:

Fakenham Connect, Oak Street, Fakenham, Norfolk NR21 9DY

Tel: 01328 853653

Email: [info@fakenhamtowncouncil.co.uk](mailto:info@fakenhamtowncouncil.co.uk)

Website: [www.fakenhamtowncouncil.org.uk](http://www.fakenhamtowncouncil.org.uk)

Town Clerk: Linda Jennings

- 5 To receive the resignation of a Councillor.
- 6 To receive the Mayor's Announcements.
- 7 To receive any reports from Councillors who have attended Meetings outside the Council.
- 8 To receive an update on the Decision Log (attached).
- 9 To receive and note correspondence and comment upon any items for information and action:
  - Oh Olivet – November 2021
  - Clerks & Councils Direct – November 2021
  - War Memorials Trust - November 2021
- 10 To receive and adopt the Minutes of the Development & Market Committees held on:
  - a) 1<sup>st</sup> November 2021 (attached).
  - b) 15<sup>th</sup> November 2021 (to follow)
- 11 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
  - a) 26<sup>th</sup> October 2021 (attached). To approve the quotation of £1060 + vat to remove, shotblast and repaint the gates at the Peckover Cemetery and to approve the quotation of £2350 + vat to strip down and repaint the Edward VII lamp.
- 12 To receive and adopt the Minutes of the Policy and Resources Committee held on:
  - a) 9<sup>th</sup> November 2021 (attached). To receive and approve the updated Policies as listed below:
    - Special Leave Policy
    - Sickness and Absence Policy
    - Disciplinary and Grievance Policy
    - Health and Safety Policy
    - Pension Policy
- 13 Financial Matters - monthly reports:
  - a) To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for October 2021.
  - b) To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for October 2021.
  - c) To receive minutes for the Finance Committee meetings held 8<sup>th</sup> November 2021(attached).
  - d) To receive a 2022-23 Budget schedule update
  - e) To receive Finance Team report.
- 14 To agree delegated authority to the Finance Committee for 13th December meeting:
  - a) To receive and review 2022-23 budget information on outstanding income and expenditure items.
  - b) To produce a revised 2022-23 Budget with recommendations for Precept setting at the December Full Council meeting.

- 15 **TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S 137**  
Under the provisions of Section 137 of the Local Government Act 1972 the following expenditure should be incurred which, in the opinion of the Council is in the interests, of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure:
- The Fire Fighters Charity
- 16 To receive information regarding damage to the Three Brick Arches.
- 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 confirm the Confidential Minutes of the Full Council Meeting held on 19<sup>th</sup> October 2021.
- 20 To discuss Town Council accommodation
- 21 To move into Open Session.
- 22 To agree to change the date of the next meeting of the Council to Tuesday 14<sup>th</sup> December 2021.