



Fakenham Town Council

15th September 2021

I give notice that a Meeting of Fakenham Town Council will be held at the
PRINCE OF WALES STAND, FAKENHAM RACECOURSE
on TUESDAY 21 SEPTEMBER 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 20th July 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
Website: www.fakenhamtowncouncil.org.uk
Town Clerk: Linda Jennings

- 5 To receive the Mayor's Announcements.
- 6 To receive any reports from Councillors who have attended Meetings outside the Council.
- 7 To receive an update on the Decision Log (attached).
- 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 Committees held on:
 - a) 2nd August 2021 (attached)
 - b) 16th August 2021 (attached)
 - c) 6th September 2021 (attached)
To discuss the proposal raised at this meeting:
 - i. The siting of a Railway Station adjoining Aldiss Park
 - d) 20th September 2021 (to follow)
- 10 To receive and adopt the Minutes of the Leisure & Environment Committee held on:
 - a) 27th July 2021 (attached)
 - b) 24th August 2021 (attached)
To receive and approve proposals raised at this meeting:
 - I. The repair of the remaining two pencil lights in the Market Place
 - II. Tree and hedge work at Greenway Lane Allotments
 - III. The repair of streetlight no. 356, St Peters Road.
- 11 To receive minutes of 13 September Allotment sub-committee meeting and resolution for approval of an Annual Notice of allotment fee increase October 2021.
- 12 To receive an update on the Charter Market Trust preparations
- 13 Financial Matters - monthly reports:
 - a) To receive and approve Fakenham Town Council & Charter Market Receipts and Payments reports for July & August 2021.
 - b) To receive and approve Fakenham Town Council & Charter Market Consolidated Bank reports for July & August 2021.
 - c) To receive minutes for the Finance Committee meetings held on 13 September 2021(attached).
To receive and approve proposals raised at this meeting:
 - I. To continue with the Barclaycard machine reader contract on discounted terms. Charges only for transactions processed plus £4.80 + vat monthly fee for 6 months. Confirm by Sep 23 for back dating of Sep charges
 - II. To publish the 2020/21 AGAR Sections 1, 2 and 3 and Notice of Conclusion of Audit by 30 September, for public inspection.
 - III. To confirm details on Notice attached re public access, length of time for public notice display and hours of business when inspection rights might be exercised.
 - IV. Update on Internal Auditor arrangements for 2021/22.
 - V. To receive final copy of V6028 submitted to HMRC August 2021 (attached).
 - d) To receive Finance Team report

- 14 **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:
 - a) EP Youth – Street Life Project Plan
- 15 To discuss joining the North Norfolk Town and Parish Forum
- 16 To discuss an email received from Cycling UK Development Officer for Norfolk
- 17 To approve the printing of the Heritage Booklet. **Quotation to follow by means of an addendum item (17a) to this agenda.**
- 18 To receive any further items for the next agenda.
- 19 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.
- 20 To confirm the Confidential Minutes of the Full Council Meeting held on 20th July 2021.
- 21 To discuss Town Council accommodation
- 22 To move into Open Session.
- 23 To note the date and time of the next meeting of the Council on 19th October 2021.