

**MINUTES of the proceedings at a Meeting of the
POLICY & RESOURCES COMMITTEE**

**held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 12th NOVEMBER 2019 at 5:30pm**

PRESENT:

Councillor G Foortse (Chairman, Presiding)

Cllrs: J Holdom, P Hannon, G Acheson, M Coates, J Rockett, M Dutton

Town Clerk: L Jennings

Public: None

		Action (initials)
MINUTES		
51	MINUTES The Minutes of the Meeting held on 10 September 2019 having been circulated were on the proposition of Cllr Coates, seconded by Cllr Holdom, APPROVED and signed by the Chairman.	
52	APOLOGIES There were no apologies.	
53	DECLARATIONS OF INTEREST Cllr Holdom declared a non-pecuniary interest in item 12.	
54	MATTERS ARISING FROM THE MINUTES Minute 41 – A proposal for Councillor training has been received from Norfolk ALC. This will be discussed as an agenda item at the next Full Council meeting. Minute 44 – Christmas Fayre and Light Switch on event. This is progressing well with 30 Market stalls booked.	
55	TO RECEIVE THE MINUTES OF THE FINANCE SUB-COMMITTEE ON 14TH OCTOBER 2019 On the proposition of Cllr Holdom, seconded by Cllr Foortse that the minutes of the 14 th October 2019 were received and noted. On the proposition of Cllr Acheson, seconded by Cllr Foortse that the minutes of the 11 th November 2019 were received and noted.	
56	TO RECEIVE THE MINUTES OF THE HR SUB-COMMITTEE MEETING HELD ON 15TH OCTOBER 2019. These were received and noted.	
57	TO RECEIVE FOR RECOMMENDATION TO FULL COUNCIL THE DISCIPLINARY POLICY PROPOSED IN MINUTE 4 OF THE HR MEETING HELD ON 15TH OCTOBER 2019 Cllr Dutton reported that there are further works needed on the Policy. This will have to be presented again to the next HR committee.	
58	NORFOLK FIRE & RESCUE SERVICE DRAFT INTEGRATED RISK MANAGEMENT PLAN To receive a report and or recommendation from the H & S sub-committee. Cllr Thorpe will be asked to produce a response on the Town Council's behalf And present to Full Council.	GT
59	TO RECEIVE QUOTATIONS FOR THE TOWN COUNCIL'S INSURANCE FOR THE NEXT THREE YEARS The Clerk has received 3 quotations which were presented to the committee.	Clerk

