



13<sup>th</sup> March 2025

I give notice that a Meeting of the **POLICY & RESOURCES COMMITTEE** of Fakenham Town Council will be held at the **Fakenham Connect Building, Oak Street, Fakenham NR21 9DY** **on 18<sup>th</sup> March 2025 AT 17:30** to consider the items on the Agenda below

Yours faithfully

***Lesley 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.

1. To receive 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 Policy and Resources meeting held on 8<sup>th</sup> January 2025.
4. Matters arising from the minutes of the meetings held on 8<sup>th</sup> January 2025.
5. To receive the minutes of the Finance subcommittee meeting held on 20<sup>th</sup> January 2025 and 17<sup>th</sup> February 2025.
6. To receive and review policies for update
  - Scheme of Delegation & Standing Committees Terms of Reference
  - Press and Media Policy
  - Grants Awards Policy and Application Form
  - Access to Information Policy
  - Strategic Objectives plan 2025-2028
7. To note staff training & requirements.
8. To consider staff overtime for the VE 80<sup>th</sup> event.
9. To note the date and time of the next meeting 20<sup>th</sup> May 2025

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Town Clerk: Lesley Meanley