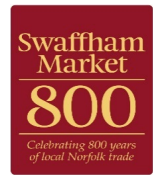




Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Telephone 01760 722922
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PLEASE REPLY TO: Richard Bishop, Town Clerk

E-mail: townclerk@swaffhamtowncouncil.gov.uk

SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a virtual meeting of the Town Council, to be held on **Wednesday, 8th July 2020 at 5.30 p.m.** by using the following link

<https://us02web.zoom.us/j/84205896685?pwd=OVYvQWxGTG9GcC8xYmlUMm0vSzRRdz09>

(NOTE: In the case of non-members, this agenda is for information only.)

DECLARATIONS OF INTEREST

Councillors please note that members are asked at the relevant point on the agenda to declare any interests they may have in any items on the agenda. Declarations include the nature of the interest, and whether it is a personal or disclosable pecuniary interest.

Richard Bishop

Town Clerk

Summons issued on 2nd July 2020

AGENDA

For a meeting of the Full Council on Wednesday, 8th July 2020 at 5.30pm in the Town Hall, Swaffham commencing with prayers led by the Mayor.

1. To receive APOLOGIES & REASONS FOR ABSENCE

2. To receive DECLARATIONS OF INTEREST – for items included on the Agenda.

To adjourn the meeting to allow members of the public to address the Town Council in a PUBLIC OPEN FORUM (Maximum of 15 minutes)

3. To receive and consider REPORTS: police, principal authority etc

N.B. Councillors have an opportunity to ask questions after each report and where appropriate can consider to bring forward or discuss items further down the agenda where the representative can make a positive contribution towards the debate: -

- 3.1 To receive a POLICE report from a local PC or PCSO on police matters for the past month.
- 3.2 To receive a COUNTY COUNCILLOR report from your County Councillor Ed Colman.
- 3.3 To receive a BRECKLAND COUNCILLOR report from Cllrs I Sherwood, E Colman, D Wickerson

4. To receive REPORTS from the Mayor, the Town Clerk, Committees, Working Groups & Outside Bodies

- 4.1 To receive Mayor's Announcements including a report on Civic Events attended.
- 4.2 To receive and consider urgent reports, correspondence or information at the Mayor's discretion - prior notice must be given.
- 4.3 To receive the Town Clerk's Report and Councillors' questions relating to ongoing business.

5. To receive and/or agree the MINUTES:

- 5.1 ** Wednesday, 10th June (adjourned and resumed) Thursday 18th June 2020 – Full Council Meeting.
- 5.2 ** Friday, 26th June 2020 – extraordinary Meeting.

7. FINANCE:

- 7.1 ** To receive and consider Accounts for payment for July 2020 (recorded as **Appendix 1**).
- 7.2 To receive and consider ratification of decision to purchase 100 umbrellas.
- 7.3 **To receive and consider response from ICO technical team regarding virus attack on 22nd April 2020 and recommended upgrading costs.
- 7.4 To receive and consider estimated costs for repairs to the Magazine roof at the Allotments.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

- a) To note receipt of weekly correspondence or information (a list is recorded as **Appendix 2**).
- b) ** To receive and consider minor amendment of Committee Terms of Reference in respect of ex-officio appointments and other enforced changes following recent Deputy Mayor resignation and appointment.
- c) ** To receive and consider whether to advertise/go ahead with the Annual Car Rally Event on the Rec, planned for Sunday 30th August 2020.
- d) ** To receive and consider promotion of NCF Photo competition for Norfolk Day Monday 27th July 2020.
- e) ** To receive and consider letter from RBL head office regarding parades in 2020.
- f) ** To receive final copy of updated Standing Orders.

8.2 BRECKLAND COUNCIL

- a) ** To receive and consider information regarding re-opening of the High Street.

8.3 NORFOLK COUNTY COUNCIL

- a) ** To receive and consider invitation to bid for Parish Partnership Funding.

9.To notify the DATES of forthcoming meetings and to receive any items for a future AGENDA:

9.1	Recreation & Community Services Committee	Mon	13 th July	5.30pm	Zoom virtual
9.2	Market, Events & Tourism Committee	Mon	20 th July	5.30pm	Zoom virtual
9.3	Planning & Built Environment Committee	Tues	28 th July	4.00pm	Zoom virtual
9.4	Human Resources & Governance Committee	Mon	3 rd Aug	12noon	Zoom virtual
9.5	Transport, Access & Environment Committee	Tues	4 th Aug	4.00pm	Zoom virtual
9.6	Estates, Town Hall/Heritage & Site Maintenance Committee	Mon	5 th Aug	5.30pm	Zoom virtual
9.7	Market, Events & Tourism Committee	Wed	10 th Aug	5.30pm	Zoom virtual
9.8	Full Council	Mon	12 th Aug	5.30pm	Zoom virtual

10. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960:

CONFIDENTIAL BUSINESS following the exclusion of the public and press

- 10.1 To receive and consider report from GBC working group on recent meeting with Breckland Council.
- 10.2 To receive and consider updated report from the Town Clerk on the Barn Theatre & Swimming Pool, including consideration for appointment of Solicitors, Surveyors and Consultants.
- 10.3 To receive and consider erection of Cemetery bench without prior permission.

*Indicates where copies have been circulated to Town Councillors previously.

**Indicates where copies have been circulated to Town Councillors recently.