



Swaffham Town Council

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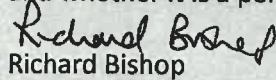
SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Town Council, to be held on **Wednesday, 10th July 2019** at **6.30 p.m.** at the Town Hall, Swaffham.

(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 4th July 2019

AGENDA

For a meeting of the Full Council on Wednesday, 10th July 2019 at 6.30pm 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 MAYOR'S REPORT

3.1 To receive a report on Civic Events attended by the Mayor.

3.2 To receive and consider urgent reports, correspondence or information at the Mayor's discretion - prior notice must be given.

4. 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:-

4.1 To receive a **POLICE report** from a local PC or PCSO on police matters for the past month.

4.2 To receive a **COUNTY COUNCILLOR report** from your County Councillor Ed Colman.

4.3 To receive a **BRECKLAND COUNCILLOR report** from Cllrs Ed Colman, Ian Sherwood and David Wickerson.

5. To receive and/or agree the MINUTES:

5.1 ** Wednesday, 12th June 2019 – Full Council Meeting.

6. To receive a report from the TOWN HALL by the Town Clerk

6.1 To receive a brief report from the Town Clerk including: -

- a) ** Notes from the meeting with Highways on 2nd July 2019.
- b) Report of a recent meeting with Lady Georgina Roberts.
- c) Report on latest situation in regard to farming use of land set aside for Swimming Pool.
- d) Update on outstanding legal issues – Church Wall, Trees, Town Pound, and Shambles.

6.2 To receive Councillors' questions relating to ongoing business.

7. FINANCE:

7.1 ** To receive and consider Accounts for payment for July 2019 (*recorded as Appendix 1*).

7.2 ** To receive and consider the possibility of a small grant towards Swaffham Heritage Digitalisation project (background information outlined at the meeting by the Town Clerk).

7.3 To receive and consider Christmas Lights requirements and pre-contract requirements subject to obtaining estimates for consideration for the putting up and taking down of the lights.

7.4 To receive and consider early considerations for the Christmas Light-Switch-On event scheduled for Sunday 1st December 2019.

7.5 To receive and confirm budget for the forthcoming 'Dad's Army Day' on Saturday 3rd August 2019.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

a) ** To receive and consider invitation from Community Action Norfolk to their AGM on Tuesday 23rd July 2019 at Greens Road, Dereham.

b) ** To receive and consider Draft Protocol for marking the death of a senior national figure or local holder of high office.

c) ** To receive and consider e-mailed correspondence with David Ormerod regarding Obstruction of right of Way from shepherd's Fold in Heathlands, and to clarify the remit of a voluntary 'Rights of Way Officer'.

d) ** To receive and consider appointing a Footpath Warden – Larrie Wright and to clarify the remit of a voluntary 'Footpath Warden'.

e) ** To receive and consider endorsement of an age related 'petition' in opposition to the latest development in Brandon Road including a resident home and retirement complex – Cllr Lindsay Beech.

8.2 BRECKLAND COUNCIL

a) ** To receive and consider issues arising from the Breckland Planners in relation to the Council's current planning application for Days Field.

b) ** To receive and consider update on Section 106 draw down of money from Millngate/Tesco and a verbal update following a conference call on 9th July.

8.3 NORFOLK COUNTY COUNCIL

a) ** To receive and consider cutting schedule for Public Rights of Way in Swaffham.

b) ** To receive and consider the Parish Partnership Scheme for 2020/21, closing date for bids is 6th December 2019.

c) ** To receive and consider Temporary Traffic Regulation Order in 8 parking bays at the London Street from junction with Pit Lane 8th to 12th July.

d)** To receive and consider notification of inspections of roadside trees in relation to 'Ash dieback'.

9. To note receipt of CORRESPONDENCE or INFORMATION

A list of all other correspondence is recorded as *Appendix 2*

10. To receive COMMITTEE & WORKING GROUP reports:

N.B. Reports include recommendations from or issues that the Council may refer to the Committee for further consideration; to be referred back to Full Council or to give delegated authority to allow the Committee to decide on receipt of further information.

10.1 COMMITTEES

a) To receive current COMMITTEE Reports (Planning, Market & Open Spaces, Allotment sub-committee)

10.2 WORKING GROUPS, TASK GROUPS or TOPIC GROUPS

a) To receive current WORKING GROUP reports (Twinning Liaison, Swaffham Heritage Liaison, Neighbourhood Plan Steering Group, Christmas Lights Event Working Group, Transport & Access Focus Group, Swaffham/Watton Liaison)

11. To receive REPORTS by REPRESENTATIVES of OUTSIDE BODIES

N.B. Reports include feedback or recommendations from Council representatives of the various organisations or issues that the Council may wish refer to or essential information that may be relevant to Town Council business.

Iceni Partnership, Iceni Partnership Buildings Management, Swaffham Heritage Ltd, Relief in Need Charity, Swaffham Town Estate, Garden Science Trust, Health Forum, Swaffham Community Transport, Norfolk Association of Local Councils, SCALGA, Swaffham in Bloom, Swaffham Swimming Pool, The Hamond Educational Charity and the Town Team

To appoint/confirm a representative on the Twinning Association.

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

12.1	Relief in Need Charity	Mon	15 th July	4.30pm	Council Chamber
12.2	Open Spaces Committee	Mon	29 th July	6.30pm	Council Chamber
12.3	Extraordinary meeting Full Council	Mon	22 nd July	6.30pm	Council Chamber
12.4	Planning Committee	Tues	30 th July	4.00pm	Council Chamber
12.5	Full Council	Wed	14 th Aug	6.30pm	Council Chamber

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

CONFIDENTIAL BUSINESS following the exclusion of the public and press

13.1 To receive and consider any staff related issues from the Personnel Committee.

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

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