

Swaffham Town Council

Minutes of the **Full Town Council** meeting held on **Wednesday 10th January 2018** at **6.30pm** in the Council Chamber, Town Hall Swaffham.

Present: Mayor Cllr J Skinner (in the Chair)

Councillors: Mr S Allen, Mr R Bartram, Mrs W Bensley, Mrs J Buckley-Stevens, Mrs B Bowler, Mr P Darby, Mrs T Jennison, Mrs S Matthews, Mr L Scott, Mrs A Thorp.

Town Clerk: Mr R Bishop
Minute Taker: Ms K Furnass

Norfolk County Council Cllr E Colman
BDC Cllr I Sherwood
Public 9

Prayers: Prayers were led by Cllr Thorp

1 Apologies for Absence

- 1.1. Cllr S Lister – family commitment
- 1.2. Cllr W Bensley – unwell

2 Declarations of Interest

There were no declarations of interest

The meeting was adjourned at 6.31 p.m. for public participation.

Mr Dowden wished all the Councillors a Happy New Year and thanked them for the excellent work accomplished in 2017.

The meeting was resumed at 6.33 p.m.

3 Mayor's Report

- 3.1. The Mayor reported that she had attended number of events:
 - 10th December - St Johns Ambulance
 - 10th December - Swaffham Lions Dinner, Sacred Heart Convent
 - 13th December - Churches together in Swaffham & District, Town Carol Concert, Swaffham Assembly Rooms
 - 25th December - Xmas Day Care Home visit.

4 Reports from Police and Principal Authorities

- 4.1. Police
There were no police representatives present and no report was provided in advance. The next SNAP meeting is 16th January 2018 in the Council Chambers.
- 4.2. County Councillor
Cllr E Colman gave his report – *Appendix 3*
- 4.3. Breckland District Councillors
Cllr Matthews gave her report – *Appendix 4*.

5 Minutes of the previous meetings

- 5.1. Full Town Council meeting 11th December 2017 were signed as a true and accurate record of the meeting.

Initials: _____

6 Town Hall Report by the Town Clerk

6.1. Town Clerk report: -

Highways Engineer meeting:

1. Railings at Traffic Lights

The railings outside the computer shop have now been completed. The railings at the traffic lights outside the TSB Bank were made good in error. RB asked DJ to request that they still be removed.

For information the Highways Inspector, Pauline Hardy undertakes a 6 weekly inspection of the town.

2. Traffic Regulation Orders

No further update from Tony Fernandez. DJ to investigate further.

3. Highway Rangers

Key areas highlighted

- Castle Acre Road – DJ to investigate the low hanging branches between Tesco & Waitrose.
- Swaffham Conservative Club – DJ has written to the Con Club re fence post fallen into footpath.
- Hamond's Academy – DJ confirmed the hedge area outside the school is not Highways responsibility.
- Theatre St Car Park – RB to pass concerns to Steve Hitchman, Breckland regard the overgrown trees at the recycling bins.

4. Road Closure

PB raised the possibility of improving the road closure signage for the 2018 event to direct traffic along A1065 to join the A47 at Waitrose, to reduce the number of large lorries turning left at the Mangate St junction

5. Air Quality Management Area (AQMA)

A Consultation event is being held on Friday 12th January, 9am-2pm at the Assembly Rooms. Previous meetings had highlighted twenty two key issues, 10 of the prime issues will be consulted on at this event. A number of these issues may be taken forward in the Network Improvement Strategy, consultants meeting on 24th January 2018

6. Theatre Street Traffic Control

Work now complete, PB highlighted the kerb as still an issue. DJ to investigate.

7. Gritting Bin

RB asked about refilling current gritting bins and, in light of the growing number of new developments in Swaffham the potential for new gritting bins.

DJ advised that Highways fill the towns gritting bins at the start of the cold weather season; in the following January, dependent on demand, a decision is then taken about a possible refill.

DJ advised that Highways had reached capacity for gritting bins. New gritting bin requests would be assessed however unless there was a need identified they would not purchase or fill.

Any new bins would therefore need to be purchased and filled by the Town Council.

8. Mangate St parking

RB shared a recent concern from a local resident who has been experiencing major concerns regarding parking at the school, school drop offs and picks up. RB advised the resident it was an enforcement issue. DJ agreed there was nothing Highways could do to assist.

9. A47 junction

RB advised the concerns, raised at the December meeting with Liz Truss MP, regarding the extremely short slip road accessing the A47, just past Waitrose. RB had received a response from Highways England who declined to assist, stating the history of collisions did not warrant it. DJ agreed to speak to Development Control to see if anything could be done using section 278, when new planning applications are received.

Initials: _____

Correspondence from Elizabeth Truss regarding lighting on the A47 was circulated with the meeting pack.

The Town Clerk was asked to contact Steven Greenhill and pass on the Councillors continued concerns with the A47 junction.

It was agreed for the Town Clerk to contact Steven Greenhill and pass on Councillors concerns with the A47 junction.

1. Gritting Bins – The Town Clerk reported that due to cuts at NCC the Town Council may have to provide for gritting bins in the future.
2. Councillor Allowances - The Town Clerk asked for the signed forms to be returned.
3. Budget – Hard copies of the draft will be available for the Councillors.

6.2. Councillors questions relating to ongoing business:

1. Watton & Swaffham Focus Group

The next meeting is 19th January, Lindy Warner has been asked to attend. Councillors are asked to forward any questions to the Clerk. It was also suggested this may be a suitable meeting to ask “Sustrans” to attend. The Town Clerk was asked to give a brief explanation to the youths attending the meeting of what this organisation is all about.

7 Finance

7.1. Accounts for payment for January 2018

The full list of accounts, updated from the interim list was circulated to Councillors in the agenda pack and was offered to the Council for approval – *Appendix 1*

The Town Clerk was asked to check the figures for item 386.

It was agreed for the Town Clerk to check the figures for item 336. It was agreed to accept the accounts for January.

7.2. To receive and consider cost of tree maintenance on the Shouldham Lane allotments.

The Town Clerk had circulated the report with his recommendation to agree in principle to the quote but to delegate a final decision on the extent of the work to be carried out back to the Open Spaces Committee to decide.

Since the report was circulated it has been confirmed that the work can all be done inhouse, the decision on how much and when will still go forward to the Open Spaces Committee.

7.3. To receive and consider a request for Parishioner rates for a burial in Swaffham Cemetery

A request had been received in retrospect for parishioner’s rates. The Clerk recommends granting the request. Due to the issues raised concerning this request it is also recommended to amend current policy to establish residential status at the point of purchase and to amend the relevant forms to record the appropriate information.

The request for parishioner’s rates was agreed.

It was agreed to amend current policy to establish residential status at the point of purchase and to amend the relevant forms to record the appropriate information.

8 Receive Correspondence or Information

8.1 a) To receive & consider notification from Community Action Norfolk of a Utilities Roadshow at the Assembly Rooms, Swaffham 18th January at 10.00am to 13.00pm.

To note only that this information had previously been circulated to Councillors.

b) To receive and consider a request by Cllr Bartram in relation to prolonged Cllr absence from meetings and the possibility of co-opting a temporary replacement councillor. To review council policy in this regard, establish what is possible and not possible within Local Government law.

Initials: _____

After a heated discussion the meeting was informed that no National Policies had been breached. The Chairman called a halt to the meeting at this point and asked that this discussion be added to item 13 on the agenda.

8.2 **Breckland Council**

a) To receive and consider notification of Breckland Local Plan and Policies Maps – submission of documents and information to the Secretary of State (Regulation 22).

These documents have been received in the office.

b) To receive and consider public decision by Breckland Council on Car Parking Orders for Pedlars and Pit Lane, Swaffham.

This information is reported in - *Appendix 4*.

c) To receive and consider Examination of the Breckland Local plan (2011-20360 Inspector's Initial questions.

8.3 **Norfolk County Council**

a) To receive and consider Better Journeys on Better Road: 2017/17 Maintenance Programme East. Highways England – notification of full closure of the A47 from the A47 Castle Acre Road roundabout to Dereham Road roundabout, Swaffham between Thursday 18th January to Monday 19th February between 8pm and 6am on weekdays only.

Please note that these dates can be changed in the event of bad weather.

9 **Correspondence or Information**

A list of all other correspondence - *Appendix 2* - is recorded as a hard copy is contained in a yellow file at the Town Hall for Councillors to read.

10. **COMMITTEE & WORKING GROUP reports:**

10.1 Committees

To receive current Committee Reports (Planning, Personnel, Market & Open Spaces)

A NP workshop is being held at the Town hall on Monday 15th January at 10-12.30pm.

10.2 Working Groups, Task Groups or Topic Groups

To receive current Working Group reports (Twinning Liaison, Museum Liaison, Allotments, Partners, Neighbourhood Plan Topic Groups, Christmas Lights, Swaffham/Watton Liaison.

The next Christmas lights meeting is to be confirmed.

11. **Reports by Representatives from Outside Bodies**

11.1 Museum report – see *Appendix 5*

11.2 Cllr Scott asks that it be noted that the tree concerned in application TRE/2017/0306/TCA is inside the town's conservation and pollution area. He asked for the Town Clerk to pass on the comments to BDC planning dept.

It was agreed for the Town Clerk to pass on the comments to BDC planning department
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12. **Dates of forthcoming meetings and to receive any items for a future agenda:**

12.1 Relief in Need Charity	Mon	15 th Jan	6.45pm	Council Chamber
12.2 Full Council Finance (Budget)	Mon	22 nd Jan	6.30pm	Council Chamber
12.3 NP Steering Committee meeting	Tue	30 th Jan	10am	Council Chamber
12.4 Planning Committee meeting	Tue	30 th Jan	1.30pm	Council Chamber
12.5 Open Spaces committee meeting	Wed	31 st Jan	9.30am	Council Chamber
12.6 FULL COUNCIL	Wed	14 th Feb	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.

Initials: _____

The deadline for applications for a new member of outside staff is next Monday. Interviews are scheduled for Thursday 1st February, with a 1st March starting date.

The GDPR Data Protection regulations will now be dealt with on 5th February by the Personnel Committee. Then subsequently by the full Council in due course.

13.2 To receive and consider tenders for General Tree Management for 2017-18.

A summary of the tree report had been circulated with the agenda. It was recommended to accept the estimate from Akers Tree Services.

It was agreed to accept the estimate from Akers Tree Services.

13.3 To receive and consider updated report from the Town Clerk in respect of a meeting with Howes Percival and Newbury Homes Ltd in respect of Days Field.

Meetings have been held between Cllr's Skinner & Scott, the Town Clerk, Solicitor Tracey Hughes of Howes Percival, Estate Agent Will Wright of Savills, Joe Pattinson and Matthew Newbury of Newbury New Homes Ltd and Robert Gibbs of Birkett's solicitors, representing Newbury Homes. The outcome of these meetings entails the Town Clerk consulting with NALC for advice on specific questions raised.

It was agreed for the Town Clerk to consult with NALC for advice on specific questions raised, to establish what is legally possible.

13.4 To receive and consider the matter of an unpaid allotment deposit.

It was suggested to send a letter to the tenant informing them that this matter was being referred to the next Open Spaces meeting for their decision.

It was agreed to send a letter to the tenant informing them that this matter was being referred to the next Open Spaces meeting for their decision.

13.5 To receive and consider a request from the Icen Partnership for a 50% contribution towards a representative to attend the Network Improvement Strategy meeting.

It was agreed for the 50% contribution, amounting to £90, to Icen towards a representative to attend the Network Improvement Strategy meeting.

13.6 Cllr Darby advised the meeting on agenda item 6.2

13.7 After discussions in agenda item 13.3 it was suggested that decisions involving large developments should be put to the Full Council and not just the Planning Committee. The Town Clerk thought it would not be too difficult to change the Terms of Reference to allow this.

It was agreed for the Town Clerk to look into changing the Terms of Reference for the Planning Committee. To either allow all members of the Council to attend and vote at the Planning Committee or for an application to be referred to Full Council, in the event of a larger plan being considered.

13.8 To receive and consider a request by Cllr Bartram in relation to prolonged Cllr absence from meetings and the possibility of co-opting a temporary replacement councillor. To review council policy in this regard, establish what is possible and not possible within Local Government law.

Cllr Allen asked for it to be noted that he objected to the comments made by one Councillor to another when discussing this issue.

It was asked if substitutes could be used to cover Committee meetings if a long absence is requested. The Town Clerk explained how this could be achieved.

It was proposed to elect two substitutes for every Committee. It was proposed for the member that was to be absent to make arrangements for which substitute was to cover the period of absence and to also confirm the arrangements with the Town Clerk.

Initials: _____

It was agreed to elect two substitutes for every Committee. It was agreed for the member that was to be absent to make arrangements for which substitute was to cover the period of absence and to also confirm the arrangements with the Town Clerk.

This will be added to the next agenda.

The meeting closed at 9.12pm.

Mayor.....

Swaffham Town Council - Accounts for December 2017						
No	Payment	Name	Details	Price	VAT	Total
Paid - 1st - 13th December 2017 Town Council meeting						
336	d/d	Seimens	Quarterly photocopier lease	£ 1,129.86	£ 225.97	£ 1,355.83
337	BACS	Barriers Direct	Market posts & chains	£ 89.71	£ 17.94	£ 107.65
338	Card	Machine Mart	3 in1 sack truck	£ 76.97	£ -	£ 76.97
339	Card	The Paint Shed	Church gates metal paint	£ 40.80	£ 6.76	£ 47.56
340	BACS	First Product Ltd	Christmas Lights	£ 5,763.00	£ 1,152.00	£ 6,915.00
341	300191	Fakenham Town Band	Christmas Lights entertainment	£ 150.00	£ -	£ 150.00
342	Card	Lloyds Bank	Corporate Card Fee - Nov 17	£ 3.00	£ -	£ 3.00
343	Card	Amazon - Gathering Dust Ltd	Annual work planner	£ 4.99	£ 1.00	£ 5.99
344	Card	Facebook	Christmas Lights - advertisement	£ 14.59	£ -	£ 14.59
345	300195	Megan Barnes	Christmas Lights - 1st Prize	£ 250.00	£ -	£ 250.00
346	Card	Amazon	New keyboard	£ 25.89	£ -	£ 25.89
Sub Total				£ 7,548.81	£ 1,403.67	£ 8,952.48
To be authorised and paid - post 13th December 2017 Town Council meeting						
347	BACS	Net Salaries	Town Council	£ 15,271.83	£ -	£ 15,271.83
348	BACS	Inland Revenue	Tax & National Insurance	£ 5,346.43	£ -	£ 5,346.43
349	BACS	Norfolk Pension Service	Superannuation	£ 4,369.93	£ -	£ 4,369.93
Salary payment includes Mayors Allowance £233.05, Cllr Jill Skinner, Dec 2017, Cllr Darby travel expenses, £46.70						
350	d/d	Breckland Council	Town Hall - Rates	£ 958.00	£ -	£ 2,000.00
			Market - Rates	£ 543.00	£ -	
			Cemetery - Rates	£ 168.00	£ -	
			Public Toilet - Rates - May & June	£ 331.00	£ -	
351	d/d	Immervox (November 2017)	Large Office - User Groups Phone 336953	£ 14.77	£ 2.95	£ 182.70
			Small Office - User Groups Phone 336954	£ 11.50	£ 2.30	
			Town Council - Fax & Broadband 720469	£ 48.24	£ 9.65	
			Museum - Telephone 721230	£ 22.23	£ 4.45	
			Town Council - Telephone 722922	£ 42.51	£ 8.50	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
352	300194	Swaffham Town Council	Petty Cash	£ 121.91	£ -	£ 121.91
353	BACS	Anglian Chemicals	Public Toilets supplies	£ 183.46	£ 36.70	£ 220.16
354	BACS	Anglian Water	Recreation Ground - a/c 0225554301 - Aug - Nov 17	£ 12.10	£ -	£ 12.10
355	BACS	Anglian Water	Allotments SL - a/c 0291055801 - Aug - Nov 17	£ 13.45	£ -	£ 13.45
356	BACS	Anglian Water	Allotments SL - a/c 0295096901 - Aug - Nov 17	£ 76.78	£ -	£ 76.78
357	BACS	Auditing Solutions	Internal Audit - Nov 2017	£ 840.00	£ 168.00	£ 1,008.00
358	BACS	Breckland DC	Public Lights 1st instalment	£ 11,109.09	£ 2,221.82	£ 13,330.91
359	BACS	Cooleraid	Drinking water	£ 7.90	£ 1.58	£ 9.48
360	BACS	Fakenham Sun Newspaper	Christmas event advert - 2016 & 17	£ 112.00	£ 22.40	£ 134.40
361	BACS	Garden Science Trust	Allotment deposit refund - TH06	£ 40.00	£ -	£ 40.00
362	BACS	JP Skips	Allotment waste clearance	£ 404.17	£ 80.83	£ 485.00
363	BACS	K Lock Maintenance	Alterations to Church Gates	£ 300.00	£ 60.00	£ 360.00
364	BACS	Melsop Farm	Christmas Lights Reindeers	£ 475.00	£ 95.00	£ 570.00
365	d/d	Netmatters	Monthly IT Support Package - Dec 17	£ 254.50	£ 50.90	£ 305.40
366	BACS	Netmatters	ESET Endpoint Anti Virus Licence - 2 x laptops	£ 63.45	£ 12.69	£ 76.14
367	BACS	Nicola Barnes HR	HR Services - November	£ 135.00	£ -	£ 135.00
368	BACS	NPTP	Staff Training - Town & Deputy Clerk	£ 70.00	£ -	£ 70.00
369	BACS	R K Resprays	MOT & Repair - AJ63 LXN	£ 67.90	£ 2.78	£ 70.68
370	BACS	Rachel Leggett	NP Consultant - Nov 17	£ 320.00	£ 25.20	£ 345.20
371	d/d	SSE - Southern Electric	Cemetery Chapel - Electricity - Oct 2017	£ 18.34	£ 0.91	£ 19.25
372	d/d	SSE - Southern Electric	Public Toilets - Electricity - Nov 17	£ 154.46	£ 30.89	£ 185.35
373	BACS	Stannah	Museum Stairlift service	£ 113.46	£ 22.69	£ 136.15
374	300193	Swaffham Service Station	Monthly Fuel - Nov 2017	£ 152.68	£ 30.55	£ 183.23
375	BACS	T T S R Ltd	Grave Digging - Oct 17	£ 480.00	£ -	£ 480.00
376	BACS	Travis Perkins	General supplies	£ 49.55	£ 9.91	£ 59.46
377	BACS	Veolia	Waste collection - Nov 17	£ 151.60	£ 30.32	£ 181.92
Sub Total				£ 50,416.05	£ 4,337.29	£ 54,753.34
Late Bills - received after agenda issued						
378	BACS	Anglian Water	Town Hall - a/c 0346045001 - Sept-Nov 17	£ 72.40	£ -	£ 72.40
379	BACS	Anglian Water	Public Toilets - a/c 0341378101 - Sept - Nov 17	£ 355.63	£ -	£ 355.63
380	d/d	SSE - Southern Electric	Cemetery Chapel - Electricity - Oct 2017	£ 27.37	£ 1.36	£ 28.73
381	BACS	T K Drakes	Public Toilets call out	£ 37.50	£ 7.50	£ 45.00
382	d/d	Worldpay	Monthly transaction fees	£ 12.15	£ 0.07	£ 12.22
383	BACS	Core Connections	Final invoice	£ 3,982.91	£ -	£ 3,982.91
TOTAL				£ 54,904.01	£ 4,346.22	£ 59,250.23
Bank Transfers						
384	Transfer	Unity Trust Bank	From deposit to current - cover pymts			£ 30,000.00
Summary of income - November 2017 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)						
01-Nov-17	Cash Analysis	Cash & Cheques taken over the counter				£ 1,036.09
08-Nov-17	Cash Analysis	Cash & Cheques taken over the counter				£ 20,262.28
15-Nov-17	Cash Analysis	Cash & Cheques taken over the counter				£ 9,443.24
22-Nov-17	Cash Analysis	Cash & Cheques taken over the counter				£ 4,120.86
28-Nov-17	Cash Analysis	Cash & Cheques taken over the counter				£ 1,217.31
Total BACS		Total Additional Income received by BACS				£ 4,270.81
TOTAL						£ 40,350.59
Items of expenditure to be reclaimed						
Age Concern		Salary		£ 3,909.34	£ 6.40	£ 3,915.74
Breckland Council		Large Office - User Groups Phone 336953		£ 14.77	£ 2.95	£ 17.72
Museum		Museum - Telephone 721230		£ 22.23	£ 4.45	£ 26.68
Sues News		Electricity - Sept 2017		£ 67.30	£ 13.46	£ 80.76
TOTAL				£ 3,946.34	£ 13.80	£ 3,960.14

Initials: _____

LIST OF CORRESPONDENCE**General**

a)	Email – Norfolk ALC November training programme updates
b)	Email – Swaffham Market Place – environmental improvements
c)	Email – CPRE welcome pack and Christmas wishes
d)	Email – Swaffham Lights switch on event
e)	Email – Norfolk ALC annual general meeting – agenda and papers
f)	Email – QEH magazine - Smile
g)	Email – Swans Nest – 3PL/2017/1351/F - planning Application objection
h)	Email – AQMA – Mayor of Swaffham response
i)	Email – Anglian Water notice – new business joint venture with WAVE
j)	Email – Swaffham Neighbourhood Plan
k)	Email – Planning Application concern re pollution
l)	Email – Relief in Need
m)	Email – Agenda - Elizabeth Truss meeting 8 th December 2017
n)	Email – Churchyard path enquiry and response from Council
o)	Email – Traffic complaint and response re London Road/Haspalls Road
p)	Email – Nelson’s Quarter dog bin enquiry and response
q)	Email – Volunteer gritting enquiry
r)	Email – Traffic and noise complaint and response
s)	Email – Swaffham Market research enquiry and response
t)	Email – NP Steering Group meeting notice for 15 th January 2018
u)	Email – Sues News emergency contact information
v)	Email – NP Steering Group correspondence from NP Consultant, Rachel Leggett
w)	Email – CPRE Pledge update
x)	Email – Litter picking enquiry and response
y)	Email – Swans Nest – 3PL/2017/1351/F – Planning Committee enquiry and response
z)	Email – Caste Acre Road rubbish enquiry and response
aa)	Email – Mr Jolly – Swaffham NP enquiry and responses
bb)	Email – Cllr Bartram pavement blower enquiry and response
cc)	Email – AQMA – correspondence from Mayor of Swaffham and Elizabeth Truss MP office
dd)	Email – Church Clock estimates enquiry
ee)	Email – NP Steering Group – suggested Newsletter column
ff)	Email – 2018 Budget preparations

Breckland Council

gg)	Email – Breckland Matters October edition
hh)	Email – Theatre St Car Park, refurbishment of barrier
ii)	Email – Swans Nest – 3PL/2017/1351/F – copy of resident’s objections
jj)	Email – Town Centre car parking enforcement
kk)	Email – Town Hall fly tipping
ll)	Email – Pollution letter to Cllr Gordon Bambridge
mm)	Email – Play equipment failure notice

Norfolk County Council

nn)	Email – Highways enquiry re hedge on Station Terrace
oo)	Email – NCC Chairman - Christmas message

Police

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Initials: _____

NCC Cllr E Colman

Swaffham Town Council Report

Council Tax

Norfolk County Council is considering whether to raise Council Tax by a further one per cent, to 5.99 per cent, to raise an extra £4 million for services.

The council had been considering a 4.9 per cent rise – 1.9 per cent for general services and 3 per cent for adult social care. However, the Government announced last month that councils could levy a further one per cent for general services.

A 5.99 per cent rise would increase the county council's share of band D bills by £74.74 per year, to £1,322.68.

The council's committees will consider the budget proposals throughout January, starting with the adult social care committee on January 15th. The full council will take a final decision on February 12th.

Raising Council Tax by the additional one per cent would add £4 million per year to the council's base budget every year, reducing the budget gap by £12 million over the next three years.

The chief finance officer is advising us to accept this offer, which would add £4 million to our budget, every year – easing pressure on our services. No-one likes Council Tax rises, but I also know many people want to ease the strain on our services.

Road Closure

NCC has made a Temporary Traffic Order affecting the Northwell Pool Road from its junction with Sporle Road for a distance of 117 metres in the TOWN OF SWAFFHAM because of electrical works.

The road will be temporarily closed (except for access) from 22nd January 2018 to 25th January 2018 between 08:30 hours and 16:00 hours for the duration of the works, expected to be 4 days within the period.

Alternative route is via: Northwell Pool Road, Couhe Close, New Sporle Road, Sporle Road.

Voluntary sector boost

A new partnership has launched to support Norfolk based voluntary organisations, community groups and social enterprises.

Norfolk County Council, Community Action Norfolk, Voluntary Norfolk and Momentum have teamed up to create 'Working Together', bringing together a wealth of skills and experience in the voluntary sector.

By working in partnership, the group will introduce a variety of improvements including one-stop registration to newsletters, a joint training programme that will include governance, volunteering and fundraising skills and co-ordinated campaigns to generate volunteers and local participants. It will also provide activities to help strengthen the working relationships between Norfolk County Council and voluntary community and social enterprise organisations for the benefit of Norfolk residents.

Council Considers new road safety task force

An increase in mobile phone usage and cycling have been cited as two of the main reasons for the rise in numbers of people killed or seriously injured. The Public Health Strategy was reviewed by councillors in November 2017 who agreed that the current approach to reducing road incidents needs to be reviewed and updated. Norfolk County Council's Community Committee have approved the creation of a member task and finish group to work with officers across the council and members of the Casualty Reduction Partnership including Police and Norfolk Fire and Rescue Service. If approved a revised strategy, approach and findings will be presented back to the Communities Committee in the autumn.

Initials: _____

BDC Cllr S Matthews

Breckland Council accepted our formal request to carry out a survey of our Car Parking arrangements with which we were dis-satisfied as it was too easy for cars to be left all day and clog up the places.

With all the statutory legal elements now in place, before this week is out a Consultation period of 2 weeks on the proposed changes will be announced to the public and all relevant bodies including the Police, County Council, Road Haulage Association and the Freight Transport Association to give some examples. After this period, all objections and representations received will be considered. Should the consultation throw up a possibility of substantial changes, this could result in further consultation, but where any objection has not been wholly acceded to, the Cabinet must publicise the reason why they have been overlooked.

After the 6 months, again all representations made including the Equality Impact Assessment which will be run concurrently, will be assessed and there is a strong possibility of further consultation before deciding finally the preferred outcome for Swaffham.

Swaffham Museum Trustee Meeting Report January 8th, 2018

- Not much to report as it's the closed season. During this time volunteers deep clean the Museum and change displays.
- It has been decided to postpone the opening of the military exhibition until 2019 because a Heritage Lottery Fund bid is going in to provide new display cabinets suitable for the purpose of displaying militaria.
- The forward plan 2018-2022 was accepted and signed off. This is constantly under review.
- There was some discussion about changing the name of the Museum, possibly to Swaffham Heritage/Centre. A number of documents would have to change, this is being looked into.
- Health & Safety – talks are in progress with the Fire Prevention Officer. He will ask our local watch to visit the Museum and familiarise themselves with the outlay. The Fire Brigade will only enter the building if a third party is present or if they can see flames and there is a risk to life. The Museum have been advised by the FPO to draw up a salvage plan, stating in the plan which things should out be taken first if ever there was a fire. The idea is to salvage the most desirable artefacts first. All museum doors are to be fitted with proper magnetic closers.
- As reported last month the TIC visit numbers were down overall.
- Finally, I have to report that Jim Mullenger has decided to resign as a Trustee after 20 years of service.

Cllr Anne Thorp