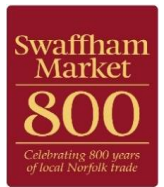




Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Telephone 01760 722922
www.swaffhamtowncouncil.gov.uk



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, 13th January 2021 at 6.30 p.m. by using the following link

<https://us02web.zoom.us/j/86153412491?pwd=dkZjZFdxNEVNVm9uN056R0xtaUFjQT09>

Meeting ID: 861 5341 2491 Passcode: 796849

(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 8th January 2021

AGENDA

*For a virtual meeting of the **Full Council** on **Wednesday, 13th January 2021 at 6.30pm**, 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 9th December 2020 – Full Council.

6. FINANCE:

6.1 ** To receive and consider Accounts for payment for July 2021 (*recorded as **Appendix 1***).

7. To receive and consider CORRESPONDENCE or INFORMATION

7.1 GENERAL:

- a) To note receipt of weekly correspondence or information (a list is recorded as **Appendix 2**).
- b) ** To receive and consider Freedom of Information request regarding expenses relating to the potential acquisition of the Green Britain Centre.
- c) ** To receive and consider Covid-19 breach and self-isolation apology Cllr L. Beech.
- d) ** To receive and consider finalising details: -
 - i) Scarecrow competition
 - ii) Heroes Awards

7.2 BRECKLAND COUNCIL

- a) ** To record resignation of Cllr Keith Sandle, to receive and consider notification of Casual Vacancy to be filled by co-option; to agree co-option procedure, criteria and period of advertisement.
- b) ** To receive and consider update on relocation of recycling bins in Town Centre.
- c) ** To receive and consider update on request for signs in Town Centre re-ducks.
- d) ** To receive and consider completion of transfer of small piece of land in the Shambles to STC.

7.3 NORFOLK COUNTY COUNCIL

- a) ** To receive and consider pedestrian guardrail improvement scheme for railings at the Traffic Lights.
- b) ** To receive and consider temporary TRO Saham Toney 26th – 28th Jan 2021.
- c) ** To receive and consider temporary TRO Necton 9th Jan 2021.
- d) ** To receive and consider temporary TRO Whitsands Road 6th Jan 2021 3 days.

7.4 POLICE:

- a) ** To receive and consider offer of virtual meeting between 18th and 27th January 2021.

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

8.1	Market Committee – inaugural meeting	Mon	11 th Jan	6.30pm	Zoom virtual
8.2	Estates, Heritage/Town Hall & Site Maint. Committee	Mon	18 th Jan	6.30pm	Zoom virtual
8.3	Human Resources & Governance Committee	Mon	25 th Jan	12noon	Zoom virtual
8.4	Recreation & Community Services Committee	Mon	25 th Jan	6.30pm	Zoom virtual
8.5	Planning & Built Environment Committee	Tues	26 th Jan	4.00pm	Zoom virtual
8.6	Finance Full Council – BUDGET	Wed	27 th Jan	6.30pm	Zoom virtual

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

CONFIDENTIAL BUSINESS following the exclusion of the public and press

9.1 To receive and consider update on GBC/Days Field.

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

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