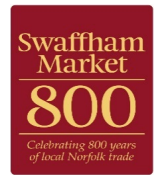




Swaffham Town Council

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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 meeting of the Town Council, to be held on
Wednesday 10th November 2021 at 6.30 p.m. in the Council Chamber at the Town Hall.

(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 3rd November 2021

AGENDA

*For a meeting of the **Full Council** on **Wednesday, 10th November 2021 at 6.30pm** in the Town Hall, Swaffham commencing with prayers led by the Mayor.*

PLEASE NOTE - We will be Live Streaming the meeting on Facebook, we can accommodate a small number of public attending.

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 (PC Button) on police matters for the past month.

3.2 To receive a COUNTY COUNCILLOR report from 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 ** Monday 11th October 2021 - Full Council.

6. FINANCE:

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

6.2 **To receive and consider repairs to Church Wall and delegation to Assets & Open Spaces Committee.

6.3 **To receive and consider updated report from the Christmas Market Weekend Working Group, including revised budget showing actual income and expenditure to date (report to follow after meeting on 8th Nov).

6.4 **To receive and consider Parish Partnership match funding bid (deadline 10th Dec) for Bus Stop in Lynn Road (include update on previous financial commitment to improvement project in Bears Lane).

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 request from Swaffham Heritage (Museum) re-locked door and wall hangings in adjoining corridor.

c) **To receive and consider Queen's Platinum Jubilee national beacons initiative and invitation to participate, also to confirm or explore ideas of how the Town could mark this occasion on 2nd – 5th June 2022.

d) **To receive and consider update report on the HAZ project (including Cultural Consortium) from the Mayor Cllr Judy Anscombe and draft Service Level Agreement for the Cultural Consortium (to follow).

e) ** To receive and consider Remembrance Sunday event details/arrangements.

f) **To receive and consider Assets Review from the consultants Ingham Pinnock.

g) **To receive and consider progress report on the work of the consultants related to the Barn including Draft Feasibility Study, forthcoming timetable of meetings (and target dates) and to confirm the remit of the Barn Steering Group.

7.2 BRECKLAND COUNCIL

a) **To receive and consider endorsement of Breckland Cabinet decision to bring forward review of Breckland Local Plan.

7.3 NORFOLK COUNTY COUNCIL

a) **To receive and consider Bus Stops in Norwich Road (deferred from Oct 2021 meeting).

b) ** to receive and consider Highways England – Vision for route strategies – planning for the future of our roads – deadline 30th Nov 2021.

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

<u>No.</u>	<u>Meeting</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Venue</u>	<u>Staff</u>
8.1	Market Committee	Mon	15 th Nov	6.30pm	Council Chamber	CS RO
8.2	Assets & Open Spaces Committee	Mon	22 nd Nov	6.30pm	Council Chamber	CS KF
8.3	Planning Committee	Tues	30 th Nov	4.00pm	Council Chamber	RB KF
8.4	HR & Governance Committee	Mon	6 th Dec	12noon	Council Chamber	RB CS
8.5	Full Council	Wed	8 th Dec	6.30pm	Council Chamber	RB KF
8.6	Finance Full Council	Mon	13 th Dec	6.30pm	Council Chamber	RB CS
8.7	Transport, Access & Environment C'ttee	Tues	14 th Dec	4.00pm	Council Chamber	RB HD
8.8	Market Committee	Mon	20 th Dec	6.30pm	Council Chamber	CS RO
8.9	Planning Committee	Tues	21 st Dec	4.00pm	Council Chamber	RB HD

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

CONFIDENTIAL BUSINESS following the exclusion of the public and press.

9.1** To receive and consider draft heads of terms for proposed sale of Days Field.

9.2** To receive and consider decision notice for complaint against a Councillor.

9.3** To receive and consider signing off on Avant Homes Section 38 (deed of variation).

9.4** To receive and consider report from Town Clerk regarding an on-going boundary query from De-Merke Estates relating to two-acres of land adjacent to the GBC wind turbine.

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

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