

Town Clerk | Swaffham Town Council

From: Robert Walker <robert.walker@breckland-sholland.gov.uk>
Sent: 02 January 2019 16:34
To: Town Clerk | Swaffham Town Council
Cc: S106
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Hi Charlotte,

Richard has confirmed he is happy to come in and check what "paperwork" we hold on the system and make sure it's all there or identify any gaps. He's available this week (except Friday pm) and early next week. Please can I leave you to make arrangements.

Thanks, Rob

From: Town Clerk | Swaffham Town Council [mailto:townclerk@swaffhamtowncouncil.gov.uk]
Sent: 02 January 2019 16:21
To: Robert Walker <robert.walker@breckland-sholland.gov.uk>; S106 <S106@breckland.gov.uk>
Cc: Riana Rudland <riana.rudland@breckland-sholland.gov.uk>; Mike Horn <mike.horn@breckland.gov.uk>; Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>; Wood, Simon <Simon.Wood@breckland.gov.uk>; Sherwood, Ian <ian.sherwood@breckland.gov.uk>; Matthews, Shirley <Shirley.Matthews@breckland.gov.uk>; Darby, Paul <Paul.Darby@breckland.gov.uk>; Colin Houghton <colin@houghton789.plus.com>; Jill Skinner <jill.skinner@me.com>
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

This message originated from outside your organization

Thanks Rob,

Happy new year to you!

Another 48 hours is fine, I wont start to piece together an application until I hear from Charlotte. I can understand you needing a copy of Invoices and money spent on the projects in total, this is quite normal.

Best regards,

Richard Bishop
Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
 Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk



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From: Robert Walker <robert.walker@breckland-sholland.gov.uk>
Sent: 02 January 2019 14:15
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>; S106 <S106@breckland.gov.uk>
Cc: Riana Rudland <riana.rudland@breckland-sholland.gov.uk>; Mike Horn <mike.horn@breckland.gov.uk>; Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>; Wood, Simon <Simon.Wood@breckland.gov.uk>; Sherwood, Ian <ian.sherwood@breckland.gov.uk>; Matthews, Shirley <Shirley.Matthews@breckland.gov.uk>; Darby, Paul <Paul.Darby@breckland.gov.uk>; Colin Houghton <colin@houghton789.plus.com>; Jill Skinner <jill.skinner@me.com>
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Dear Richard,

Happy New Year!

I can clearly remember you hand delivering a file to Riana and myself at a meeting with the other Town Clerks, which was then passed on to the Planning Team.

I can also completely understand why you are finding this frustrating. If I can beg your patience for 48 hours for us to do a further search for the documents that would be much appreciated. A few of the staff that you mention have yet to return from leave and I'm hoping they can help Charlotte locate (at least some of) the paperwork.

Thanks and best wishes, Rob

From: Town Clerk | Swaffham Town Council [<mailto:townclerk@swaffhamtowncouncil.gov.uk>]
Sent: 02 January 2019 12:48
To: S106 <S106@breckland.gov.uk>
Cc: Robert Walker <robert.walker@breckland-sholland.gov.uk>; Riana Rudland <riana.rudland@breckland-sholland.gov.uk>; Mike Horn <mike.horn@breckland.gov.uk>; Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>; Wood, Simon <Simon.Wood@breckland.gov.uk>; Sherwood, Ian <ian.sherwood@breckland.gov.uk>; Matthews, Shirley <Shirley.Matthews@breckland.gov.uk>; Darby, Paul <Paul.Darby@breckland.gov.uk>; Colin Houghton <colin@houghton789.plus.com>; Jill Skinner <jill.skinner@me.com>
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

This message originated from outside your organization

Dear Charlotte,

Thank you for your e-mail and for confirming that the process is now re-started, after five long years since my first e-mail to Rob Walker in January 2014 regarding an early claim before the store actually opened in June later that year. I would have thought that your predecessor Fiona Culshaw would have been able to point you in the right direction. The largest batch of documents was delivered by hand by me to Rob Walker and Riana Rudland, addressed to Phil Mileham, all are current members of staff. Mike Horn was simply dealing with the legalities, all the others are well versed with this claim though.

Nevertheless, I will endeavour to gather together as much as I can. I have copied in our three local members Cllrs Ian Sherwood, Shirley Matthews and Paul Darby, as I am sure they would not want this matter to drift into another financial year, given the close proximity of the Local Government Elections in May. Similarly I have copied in my Mayor and Deputy Mayor, as our budget meeting is later this month, I will be in touch again by the end of next week.

Best regards,

Richard Bishop
Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk



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From: S106 <S106@breckland.gov.uk>

Sent: 02 January 2019 11:57

To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>

Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Dear Mr Bishop,

Happy New Year to you to.

Thank you for your email, unfortunately, as many of my colleagues have now left, I am unable to locate any documents that may have been submitted previously. Therefore, I confirm the process will need to start again and I would be grateful if you would complete as much as you can of the Breckland Section 106 Funding form for each element you wish claim for. I will also require copies of the actual quotes for any work already undertaken or proposed, along with proof of payment if applicable.

Kind Regards

Charlotte

Charlotte Brennan

S106 Officer

Breckland Council

Tel: 01362 656870

DDI: 01362 656357

Email: Preferred email for S106 S106@breckland.gov.uk

Alternative email: Charlotte.Brennan@breckland.gov.uk

Web: www.breckland.gov.uk

Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE

From: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>

Sent: 02 January 2019 10:06

To: S106 <S106@breckland.gov.uk>

Cc: Riana Rudland <riana.rudland@breckland-sholland.gov.uk>; Horn, Mike <Michael.Horn@breckland.gov.uk>;

Wood, Simon <Simon.Wood@breckland.gov.uk>; Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>;

Robert Walker <robert.walker@breckland-sholland.gov.uk>

Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Dear Charlotte,

First of all Happy New Year to you, and thank you for a response to my previous e-mails regarding the outstanding S.106 money from Millngate/Tesco. Can you please confirm, are we now starting this matter from scratch or have

you any of the lever arch file of information that I have sent on this subject over the past five years? It is not your fault, but this is just like Déjà vu.

All the information you would ever need is contained in or attached to previous correspondence with Rob Walker, Mike Brennan, Fiona Culshaw, Mike Horn, Sue Bloomfield, Neil Langley, Nick Moys, David Spencer, Phil Mileham, Phil Adams and Jon Berry, I am fully aware that some no longer work for Breckland/Capita, many others that I could name have been copied into some of the correspondence, including Alex Chrusiak, our three Local members and Millngate.

For background information, the S106 application form you have sent was drafted by Sue Bloomfield, was not thought to be adequate or appropriate, so the supporting information was supplied separately and has been summarised on many occasions. The whole amount of the money due from the S106 is £225,000.00 of which we have had £31,892.50 leaving the balance of £193,107.50 which Breckland have held since August 2018. The Town Council were involved with negotiating the S106 agreement prior to the Tesco store being built in 2014, three of the smaller projects have been finished, just leaving the Town Centre improvements in including the Buttercross, the Neighbourhood Plan and the Public Toilets. The Town Centre project is now completed and the Neighbourhood Plan has reached the Independent Examination stage, both projects have also been partially grant funded by Breckland. The Public toilets is the only project yet to be completed and this is scheduled to be done this year, therefore we are owed a substantial part of the money you currently hold.

Can you please clarify what further information you will need to trigger a payment from Breckland, copies of invoices etc and whether we have to start the whole process again by filling in your S106 application form? If that is what we have to do, then we will do it, as I would like the outstanding money due to us to date, to be reimbursed in this financial year. Many thanks.

Best regards,

Richard Bishop
Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk



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From: S106 <S106@breckland.gov.uk>
Sent: 20 December 2018 07:50
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Cc: Riana Rudland <riana.rudland@breckland-sholland.gov.uk>; Horn, Mike <Michael.Horn@breckland.gov.uk>;
Wood, Simon <Simon.Wood@breckland.gov.uk>; Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>
Subject: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Dear Mr Bishop

As the S106 Monitoring Officer, I am contacting you to inform you that we are holding S106 money which can be used for projects in your Parish.

The amount we currently hold in respect of the above application is £193,107.50.

All projects must comply with the obligations contained in the relevant S106 agreement, and must be approved by the Council.

I am attaching an application form so you can apply for the money, please send as much supporting information as possible.

Should you need to contact me for more information on what the funds can be spent on, please email me at s106@breckland.gov.uk

I wish you a Merry Christmas and A Happy New Year.

Kind Regards

Charlotte

Charlotte Brennan

S106 Officer
Breckland Council

Tel: 01362 656870

DDI: 01362 656357

Email: Preferred email for S106 S106@breckland.gov.uk

Alternative email: Charlotte.Brennan@breckland.gov.uk

Web: www.breckland.gov.uk

Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE

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Town Clerk | Swaffham Town Council

From: S106 <S106@breckland.gov.uk>
Sent: 02 January 2019 17:24
To: Town Clerk | Swaffham Town Council
Cc: Robert Walker
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 Monies

Dear Mr Bishop

Friday at 11am is fine with me, I look forward to meeting you.

Kind Regards

Charlotte

Charlotte Brennan
S106 Officer
Breckland Council

Tel: 01362 656870

DDI: 01362 656357

Email: Preferred email for S106 S106@breckland.gov.uk

Alternative email: Charlotte.Brennan@breckland.gov.uk

Web: www.breckland.gov.uk

Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE

From: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Sent: 02 January 2019 17:07
To: S106 <S106@breckland.gov.uk>
Cc: Robert Walker <robert.walker@breckland-sholland.gov.uk>
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 Monies

Hi Charlotte,

Can we say 11am on Friday, as I have an early appointment in Swaffham, but could certainly get to you by 11.

Best regards,

Richard Bishop
Town Clerk



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Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk



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From: S106 <S106@breckland.gov.uk>
Sent: 02 January 2019 16:51
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Cc: Robert Walker <robert.walker@breckland-sholland.gov.uk>
Subject: Milngate/Tesco - 3PL/2012/0269/F - S106 Monies

Dear Mr Bishop,

I have just tried to call you, but the answerphone was on.

I can do Friday 4th January AM or anytime Tuesday 8th January, please could you let me know which would suit you better.

Kind Regards

Charlotte

Charlotte Brennan
S106 Officer
Breckland Council

Tel: 01362 656870

DDI: 01362 656357

Email: Preferred email for S106 S106@breckland.gov.uk

Alternative email: Charlotte.Brennan@breckland.gov.uk

Web: www.breckland.gov.uk

Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE

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Town Clerk | Swaffham Town Council

From: Town Clerk | Swaffham Town Council
Sent: 02 January 2019 16:39
To: 'Bambridge, Gordon'
Cc: Robert Walker
Subject: RE: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Dear Gordon,

Thanks for your e-mail, I am happy to give the 48 hours as my previous e-mail stated. I have since spoken with Rob on the telephone and we have agreed that it would be best for me to come into the office and check the paperwork with Charlotte, as some digital files have now been found. Hopefully this will help bring matters to a satisfactory conclusion.

Best regards,

Richard Bishop
Town Clerk



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From: Bambridge, Gordon <Gordon.Bambridge@breckland.gov.uk>
Sent: 02 January 2019 15:13
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Cc: Robert Walker <robert.walker@breckland-sholland.gov.uk>
Subject: Re: Milngate/Tesco - 3PL/2012/0269/F - S106 monies

Thank you for including me in this, Richard,

I have noted Roberts reply to you, and hope that you will give him the 48 hours to seek to gather it all together.

Best regards,
Gordon

Gordon Bambridge
Executive Member Growth
Upper Wensum Ward

Tel: 07540973229
Twitter: @gordonbambridge
Blog: www.gordonbambridge@yourcllr.com
Web: www.breckland.gov.uk

Breckland Section 106 Funding

PROJECT

Please either type or write clearly in black ink

A. CONTACT DETAILS

Name of Applicant Organisation

Main Contact for this Organisation

This must be someone who knows about the project and can be easily contacted

Name:

Address:

Telephone:

Day:

Evening:

E-mail:

What kind of a group are you? (eg. Parish Council, Voluntary Group)

Who will manage and monitor the project?

B. PROJECT DETAILS

1. Title of Project

2. Please describe your Project

Please continue on a separate sheet if needed (No more than 2 sides of A4)

3. How have you consulted with local people about the project? (i.e. Village Appraisal results, local consultation events with young people, letters of support etc). Please attach any supporting information for this question.

4. What age groups is this project intended for? (Please estimate numbers)

0-5

6-10

11-16

17+

5. Project Outcomes. Briefly describe what difference your project will make by listing up to five proposed outcomes

1.

2.

3.

4.

5.

6. Do you need planning permission for your project? *(Please tick)* Yes No
(If yes, please state the stage you are at in terms of applying for planning permission)

6a. Where will your project be located? *Please provide a site plan as an appendix!*

6b. Do you own/lease the land? *Please state the terms that the land is available to you, e.g. freehold, leasehold etc*

6c. How will you fund the ongoing costs relating to your project once a grant has been made? *Please list your principal costs e.g. inspections/Insurance/safety checks/grounds maintenance/replacement equipment etc*

6d. Have you consulted the Police Architectural Liaison Officer for advice? Yes No
(Please send us a copy of the report. For contact details please see the guidance notes)

For Office Use Only:

Date received

Grant £

Please return completed form:

Charlotte Brennan
Breckland Council
Elizabeth House
Walpole Loke
Dereham
Norfolk
NR19 1EE