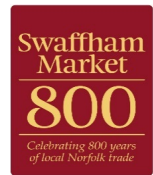




Swaffham Town Council

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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 **TUESDAY, 10th July 2018** 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 2018

AGENDA

For a meeting of the Full Council on TUESDAY, 10th July 2018 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 report/introduction from the **DOG WARDEN Mike Gardiner** (10 mins/5 mins questions)

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

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

4.4 To receive a **BRECKLAND COUNCILLOR report** from Cllrs P. Darby, S. Matthews and I. Sherwood

5. To receive and/or agree the MINUTES:

5.1 ** Wednesday, 13th June 2018 – 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 Highway Engineer David Jacklin on 3rd July 2018.

6.2 To receive Councillors' questions relating to ongoing business.

7. FINANCE:

7.1 ** To receive and consider Accounts for payment for July 2018 (*recorded as **Appendix 1***).

7.2 ** To receive and consider further details of a proposed 'Poppy Display in conjunction with the Royal British Legion' presented by the Mayor Cllr Colin Houghton.

7.3 ** To receive and consider estimate to repair boiler at the Museum.

7.4 ** To receive and consider request for a litter bin at the entrance to the Cemetery from Mr. Fylyma.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

a) ** To receive and consider e-mailed correspondence with the Garden Science Trust in respect of their current position at the Green Britain Centre and working towards their short and long-term future.

b) ** To receive and consider various correspondence in relation to 'Beating Retreat' by the Band of the Grenadier Guards on 21st June.

c) ** To receive and consider response to Freedom of Information request in respect of Market Policy.

d) ** To receive and consider request for more recycled plastic bins in the Town, received from Year 6 pupils at Necton C of E Primary School.

e) ** To receive and consider making nominations for Groundwork Community Awards in 10 different categories, deadline for nominations 22nd July 2018.

f) ** To receive and consider letter of thanks in respect of staff assistance with a Market Stall for 'Sophies fund' from Heather Bargay.

8.2 BRECKLAND COUNCIL

a) ** To receive and consider issues raised by the Transport and Access Focus Group in respect of the Air quality action Plan drafted by Breckland Council.

8.3 NORFOLK COUNTY COUNCIL

a) ** To receive and consider Modification Application for the upgrade of a Public Footpath to a Restricted Byway on the Definitive Map and Statement. Public footpath No. 51

b) ** To receive and consider temporary traffic restriction for resurfacing C562 Norwich road from the junction with Captains Close 200 metres eastwards for 5 days from 1st July.

c) ** To receive and consider dangerous parking on Mangate Street at School drop off and pick up times raised by Peter Rowling.

d) ** To notify Councillors of the Norfolk Minerals and Waste Local Plan Review consultation period from 29th June to 13th August 2018.

8.4 POLICE

a) ** To notify Councillors a change of Chief Inspectors at the Breckland District as Chief Inspector Paul Wheatley is moving on, replaced by Chief Inspector Lynne Cross.

9. To note receipt of CORRESPONDENCE or INFORMATION (for

A list of all other correspondence is recorded as **Appendix 2**; a hard copy of this correspondence or information is contained in a YELLOW FILE at the Town Hall for Councillors to read.

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)

****** To receive and consider a request from Cllr Robert Bartram co-ordinating an army themed market on 22nd September.

****** To receive and consider a request from Cllr Sheila Lister to make a Tesco Bags for Help Grant Application for exercise equipment.

10.2 WORKING GROUPS, TASK GROUPS or TOPIC GROUPS

a) To receive current WORKING GROUP reports (Twinning Liaison, Museum Liaison, Allotment Partners, Neighbourhood Plan Topic Groups, Christmas Lights, Toilets, Swaffham/Watton Liaison)

******Notes from meeting of Watton and Swaffham Focus Group meeting on 14th June 2018.

******Minutes of Toilet Working Group meeting on 27th June 2018

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 Museum 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, Swimming Pool, The Hamond Educational Charity and Town Team

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

12.1	Extraordinary Meeting Full Council	Mon	16 th July	10.00am	Council Chamber
12.2	Relief in Need Charity	Mon	16 th July	6.45pm	Council Chamber
12.3	FULL COUNCIL FINANCE	Mon	23 rd July	6.30pm	Council Chamber
12.4	Open Spaces Committee	Mon	30 th July	6.30pm	Council Chamber
12.5	Planning Committee	Tues	31 st July	1.30pm	Council Chamber
12.6	Personnel Committee	Mon	6 th Aug	12noon	Council Chamber
12.7	FULL COUNCIL	Wed	8 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.

13.2 ******To receive and consider on-going legal issues and discussions in respect of: -

- a)** Days Field
- b)** Green Britain Centre
- c)** The Shambles
- d)** Section 106
- e)** Town Centre

13.3 ******To receive and consider a paper in respect of the Antinghams and agree a strategy to enter into further negotiations with Heygate Farms.

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

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