



# Swaffham Town Council

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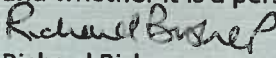
## SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Town Council, to be held on **Wednesday, 11<sup>th</sup> September 2019** 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 5<sup>th</sup> September 2019

## AGENDA

*For a meeting of the Full Council on Wednesday, 11<sup>th</sup> September 2019 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 any Mayor's announcements.

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

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

4.3 To receive a **BRECKLAND COUNCILLOR** report from Cllrs Ed Colman, Ian Sherwood, David Wickerson.

### 5. To receive and/or agree the MINUTES:

5.1 \*\* Wednesday 7<sup>th</sup> August 2019 – Extraordinary Full Council meeting

5.2 \*\* Wednesday, 14<sup>th</sup> August 2019 – 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.

6.2 To receive Councillors' questions relating to ongoing business.

## **7. FINANCE:**

- 7.1 \*\*** To receive and consider Accounts for payment for September 2019 (*recorded as Appendix 1*).
- 7.2 \*\*** To receive and consider request from Sue Dent to increase match funding contribution for the Oakland play area project from £3,284 to £4,436.
- 7.3 \*\*** To receive and consider estimates for the putting up and taking down of Christmas lights (N.B. updated information to follow)
- 7.4 \*\*** To receive and consider Public Toilet Project (final Section 106 project for Tesco/Millngate) – consider possible resurrection of Public Toilet Working Group.
- 7.5 \*\*** To receive and consider estimates for tree maintenance following on from the 2019 tree survey.
- 7.6 \*\*** To receive and consider quotes for the upgrade of the Town Hall telephone system.

## **8. To receive and consider CORRESPONDENCE or INFORMATION**

### **8.1 GENERAL:**

- a) \*\*** To receive and consider new initiative by Norfolk ALC for Community, Well-being, Environment and Parish & Town Councils – to identify Councillor interests in Housing, Loneliness & Community Care, electricity, Trees, Hedges and Open Spaces.
- b) \*\*** To receive and consider e-mailed request from Cllr Ian Pilcher to discuss Litter Bins and collections/responsibilities.
- c) \*\*** To receive and consider notification from Anglian Water Services Ltd – Castle Acre Scheme – impacting on South Acre Road and junction of A1065 from 16<sup>th</sup> to 27<sup>th</sup> September, road closure and diversions.
- d)** To receive and consider issues relating to Ducks in the Town Centre – Cllr Lindsay Beech/also from the Councillor Surgery.
- e) \*\***To receive and consider request for dog bin and litter bin in Sandringham Way and on the new Abel Homes housing estate.
- f) \*\*** To receive and consider request for two memorial seats for Terry and Monica Wilding, from Mrs. Kate Thackeray (nee Wilding).

### **8.2 BRECKLAND COUNCIL**

- a) \*\*** To receive and consider e-mailed correspondence with Jon Berry regarding S.106 with Millngate/Tesco.
- b) \*\*** To receive and consider e-mailed correspondence regarding Car Parking issues.

### **8.3 NORFOLK COUNTY COUNCIL**

- a) \*\*** To receive and consider Highways England work on A47 towards East Tuddenham from Wednesday 11<sup>th</sup> September (4 nights works due to road closures between 8pm and 6am on weekdays closure of A47 between North Tuddenham and Honingham 11<sup>th</sup> to 16<sup>th</sup> September).
- b) \*\*** To receive and consider 20mph speed limit order 2019 for Buttercup Drive, Otter Road, Meadowsweet Road and Willow Herb Drive.

## **9. To note receipt of CORRESPONDENCE or INFORMATION**

**\*\*** A list of all other correspondence

## **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 & Built Environment, Market, Events & Tourism, Recreation & Community Services, Transport, Access & Environment, HR & Governance, Estates, Heritage/Town Hall & Site Maintenance)*

## **10.2 WORKING GROUPS, TASK GROUPS or TOPIC GROUPS**

### **a) To receive current WORKING GROUP reports**

*(Twinning Liaison, Swaffham Heritage Liaison, Christmas Lights Event Working Group, Swaffham/Watton Liaison)*

## **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 Heritage Ltd, Relief in Need Charity, Swaffham Town Estate, Health Forum, Swaffham Community Transport, Norfolk ALC, SCALGA, Swaffham in Bloom, Swaffham Swimming Pool, The Hamond Educational Charity and the Town Team*

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

12.1	Recreation & Community Services Committee	Mon	23 <sup>rd</sup> Sept	6.30pm	Council Chamber
12.2	Planning & Built Environment Committee	Tues	24 <sup>th</sup> Sept	4.00pm	Council Chamber
12.3	HR & Governance Committee	Mon	7 <sup>th</sup> Oct	12noon	Council Chamber
12.4	Transport, Access & Environment Committee	Tues	8 <sup>th</sup> Oct	4.00pm	Council Chamber
12.5	Full Council	Wed	9 <sup>th</sup> Oct	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 HR & Governance Committee.

**13.2** To receive and consider responses following on from the complaint dealt with at the last meeting.

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

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

