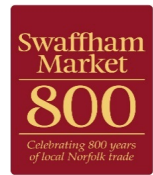




Swaffham Town Council

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 meeting of the Town Council, to be held on
Wednesday 8th December 2021 at 6.30 p.m. in the Council Chamber at the Town Hall.

The Mayor Cllr Judy Anscombe invites Councillors and those attending the meeting to join her for a Pre-Christmas Drink at the Town Hall from 6.00 p.m.

(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 2nd December 2021

AGENDA

For a meeting of the Full Council on Wednesday, 8th December 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 in the council chamber.

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 10th November 2021 - Full Council.
- 5.2 **Tuesday 23rd November 2021 – Extraordinary Full Council.

6. FINANCE:

- 6.1 ** To receive and consider Accounts for payment for December 2021 (*recorded as **Appendix 1***).
- 6.2 **To receive and consider Precept Information and timetable (N.B. Budget finalised on 24th Jan 2022 at Finance Full Council meeting) submission required by 31st Jan 2022.
- 6.3 **To receive and consider brief report of the Christmas Market Weekend, including revised actual income and expenditure to date (report to follow after the event on 4th & 5th Dec).
- 6.4 **To receive and consider Parish Partnership match funding bid (deadline 10th Dec) for Bus Stop in Lynn Rd.

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 request from Swaffham Cultural Consortium for an archaeological dig at 'Campingland' in 2022.
- d) **To receive and consider notification received of TSB closure in May 2022 (received via 3rd party).
- e) ** To receive and consider Forestry commission response to STC letter re-tree felling licence 017/3655/2020 – former railway line adjacent to Longfields.

7.2 BRECKLAND COUNCIL

- a) ** To receive and consider mindful towns wellbeing free mental health champion training in Swaffham on 16th December 2021 and 12th January 2022.
- b) ** To receive and consider notes and report from Five Market Towns meeting on 17th November 2021 attended by the Mayor and Town Clerk.
- c) To receive and consider verbal update on the HAZ Project from the Mayor.

7.3 NORFOLK COUNTY COUNCIL

- a) **To receive and consider budget consultation and access to information from head of Paid Service Tom McCabe.

b) **To receive and consider extension of prohibiting the use by public of footpath 45 from 20th December 2021 to 19th December 2022.

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

<i>No.</i>	<i>Meeting</i>	<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Staff</i>
8.1	Planning Committee	Tues	21 st Dec	5.30pm	Council Chamber	RB HD
8.2	Finance Full Council	Tues	21 st Dec	6.30pm	Council Chamber	RB CS
8.3	Transport, Access & Environment C'ttee	Tues	4 th Jan	4.00pm	Council Chamber	RB HD
8.4	FULL COUNCIL	Wed	12 th Jan	6.30pm	Council Chamber	RB HD
8.5	Market Committee	Mon	17 th Jan	6.30pm	Council Chamber	CS RO
8.6	Finance Full Council (Budget)	Mon	24 th Jan	6.30pm	Council Chamber	RB CS
8.7	Planning & Built Environment C'ttee	Tues	25 th Jan	4.00pm	Council Chamber	RB KF
8.8	Assets & Open Spaces	Mon	31 st Jan	6.30pm	Council Chamber	CS 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 outcome regarding a boundary query from De-Merke Estates relating to two-acres of land adjacent to the GBC wind turbine.

9.2 To receive and consider costs for 3 planning permissions relating to the Barn.

9.3 To receive and consider making Barn Feasibility and Planning Report + Asset Review consultants documents accessible to the general public, in whole or in part.

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

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