

Town Clerk | Swaffham Town Council

From: Town Clerk | Swaffham Town Council
Sent: 18 September 2018 12:47
To: 'Mullen, John'
Cc: Clifford, Stefan
Subject: RE: Acceptance letter MTI funding - Swaffham Town Council for return
Attachments: MTI confirmation STC 18.09.18.pdf

Dear John,

Please find attached acceptance letter for the £20,000 MTI money for the Buttercross Scheme. I will contact the Breckland Council Comms team later this week, as it would be good to get a press release out and do something for our newsletter for the November edition, the deadline has already passed for October. We will be doing something at the end of the project, although the details haven't been agreed by our Councillors yet.

Thanks again for your help on this. Sue Dent will be in touch re-the Market Stalls application, we did the Swaffham side of things yesterday and she is in Watton Today, so hopefully it will be with you by the end of the week as requested.

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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@SwaffhamClerk and our Traditional Market **@SwaffhamMarket**

From: Mullen, John <John.Mullen@breckland.gov.uk>
Sent: 18 September 2018 10:01
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Cc: Clifford, Stefan <Stefan.Clifford@breckland.gov.uk>
Subject: Acceptance letter MTI funding - Swaffham Town Council for return

Dear Richard,

Following the meeting of the MTI Steering Group on 4th September, I have attached an acceptance letter that details the approval of funding to support the Swaffham Town Council Buttercross Scheme.

Please sign and return to me before 24 September 2018.

Best wishes

John

John Mullen | Market Towns Initiative Project Coordinator | **Breckland Council**
DDI: 01362 656275 | Mobile: 07880 300277
www.breckland.gov.uk

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Breckland
COUNCIL

Mr Richard Bishop
Clerk
Swaffham Town Council
Town Hall,
4 London Street,
Swaffham,
Norfolk, PE37 7DQ

Your Ref:
Our Ref: MTISWF001APD
Contact: John Mullen
Direct Dial: 01362 656275
E-mail: john.mullen@breckland.gov.uk
Date: 17-09-2018

Dear Richard,

Market Towns Initiative Funding Terms and Conditions – Swaffham Buttercross Scheme

This letter confirms approval of £20,000 from Breckland District Council Market Towns Initiative to support part funding of the Swaffham Buttercross Scheme. The funding approval is based on the successful completion of the scheme from September 17 2018 to November 30 2018.

The funding approval and provision of finance to support the Swaffham Buttercross scheme is subject to successful completion of the works and therefore any alterations, reduced delivery and/or incomplete elements of the scheme as outlined in the project proposal submitted to the Market Towns Initiative Steering Group, must be reported to Breckland Council and may result in a reduced level of the funding than has been allocated for the scheme.

Successful applicants are required to work with Breckland Council's communications team to announce receipt of the funding and to promote the conclusion of the project it has supported (e.g. a ribbon cutting event). Please contact communications@breckland.gov.uk to discuss communications activity, prior to issuing any public messages. Publicity includes, (not exhaustive of) press notices, TV and Radio interviews, Parish magazines, internet publicity and all social media including alerts/notices/promotions and publicity.

Please sign and return by 24-09-2018. The letter confirms that Swaffham Town Council is content with the approval of these funds and accepts the terms and conditions relating to the successful completion of the Swaffham Buttercross scheme.

Yours sincerely,

John Mullen
Market Towns Initiative Project Co-ordinator

On behalf of Swaffham Town Council I confirm that the Council are content with the approval of these funds and accepts the terms and conditions relating to the successful completion of the Swaffham Buttercross scheme specific to the delivery of the elements listed in the approval letter dated 17/09/2018.

Signed: Richard Bishop

Position on Council: Town Clerk

Date: 18/09/18

