

**Town Clerk | Swaffham Town Council**

**From:** Town Clerk | Swaffham Town Council  
**Sent:** 19 November 2018 15:56  
**To:** graham edwards  
**Subject:** RE: Are Swaffham Town Council to become property developers

Dear Graham,

I acknowledge receipt of your e-mail and will give you a full response when all of the information is available. Until then can I refer you to three forthcoming meetings at which information relating to the Days Field Project will become available and considered by the Council.

- 1) Full Council on 12<sup>th</sup> December 2018 6.30pm
- 2) Finance Full Council (Budget) 21<sup>st</sup> January 2019
- 3) Public Meeting (date to be agreed) 2019

It is my intention to report to the Council where at all possible in the open or public part of the meetings listed at 1) and 2) above, then when the Council are confident that they are ready for further public scrutiny, a date for the second public meeting will then be announced in the new-year.

It would be appreciated if you could be patient, allow us to complete the data collection process and necessary supporting documents needed for the application to borrow and should this then be granted, all the information you require will be publicly available before the Council decide whether they will use it.

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](http://www.swaffhamtowncouncil.gov.uk)



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**From:** graham edwards <grahamjedwards@yahoo.co.uk>  
**Sent:** 19 November 2018 13:59  
**To:** Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>  
**Subject:** Are Swaffham Town Council to become property developers

Dear Richard

We are advised that the requests for responses should now be addressed to you as the Councillors have failed to respond, which we feel in itself speaks volumes about this proposal.

We would therefore be pleased to receive your answers and responses to the following.

1. The presentation given by Richard Bishop, Town Clerk highlighted that 6 options were considered, 3 chosen for consideration. Where is the options appraisal, has one actually been undertaken and can the public have sight of the findings?
2. Where is the risk analysis and mitigation strategy, £6m is a lot of money?
3. Where is the feasibility study, when will it be ready for considering, and when are we 'the town' able to have sight of it?
4. Where is the financial modelling, what is the £6m based upon, what is the rationale, the logic? Loan pay-back capability/capacity
5. Is a full business plan to be undertaken? Surely for such a high figure and potentially high risk project one must be completed. By an expert in the field.
6. How will any of this work be procured. I can find no procurement policy on the STC website?
7. Should a public/private partnership be formed how will this be achieved. Maybe there is a developer waiting in the wings!! Due process must be agreed and followed, surely that comes down to robust governance?
8. What real community/social benefits are to be considered should this go forward?
9. Should this project go ahead, I hear no talk about a steering group being formed to oversee due, process and respectful consideration of **ALL** related work. Should a steering group be formed it should be a mix of appropriately qualified councillors and community representation.

Best regards

**Graham Edwards.**

**Address** : Marlow, Campingland, Swaffham, Norfolk, PE37 7RB

**Mobile (preferred)** : 07919 88 88 72

**Telephone** : 01760 721 321

**Email** : [grahamedwards@yahoo.co.uk](mailto:grahamedwards@yahoo.co.uk)

## Town Clerk | Swaffham Town Council

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**From:** Town Clerk | Swaffham Town Council  
**Sent:** 19 November 2018 16:34  
**To:** 'graham edwards'  
**Subject:** RE: Days Field

Dear Graham,

I acknowledge your second letter of the day. I reiterate what I have said in my previous e-mail to you earlier this afternoon, a full response will be given in due course, progress can be publicly monitored through the meetings as previously listed.

I appreciate the opportunity to respond directly to your dim view of me as your Town Clerk, but I respectfully decline. I thank you for crediting me with being the person who 'dreamt up the proposal', whilst I believe it is an interesting concept and one worth exploring in terms of best value to the Town, it was in fact the Town Council's solicitor who made this suggestion, not me. My job is simply to ensure that the Councillors are in a position to make informed decisions.

I reiterate that your patience would be appreciated, as all the information required will become publicly available. The intention is to complete all the work as a matter of urgency, as there is unfortunately a lot of misinformation being circulated, which is unhelpful to the Council and confusing to the general public.

Best regards,

Richard Bishop  
**Town Clerk**



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**From:** graham edwards <[grahamjedwards@yahoo.co.uk](mailto:grahamjedwards@yahoo.co.uk)>  
**Sent:** 19 November 2018 14:05  
**To:** Town Clerk | Swaffham Town Council <[townclerk@swaffhamtowncouncil.gov.uk](mailto:townclerk@swaffhamtowncouncil.gov.uk)>  
**Subject:** Fw: Days Field

Dear Richard

And unfortunately here is another one for your attention and response. Again the Councillors were silent despite several requests.

Best regards

**Graham Edwards.**  
**Address :** Marlow, Campingland, Swaffham, Norfolk, PE37 7RB

**Mobile (preferred) :** 07919 88 88 72  
**Telephone :** 01760 721 321  
**Email :** [grahamjedwards@yahoo.co.uk](mailto:grahamjedwards@yahoo.co.uk)

----- Forwarded Message -----

**From:** graham edwards <[grahamjedwards@yahoo.co.uk](mailto:grahamjedwards@yahoo.co.uk)>  
**To:** graham edwards <[grahamjedwards@yahoo.co.uk](mailto:grahamjedwards@yahoo.co.uk)>  
**Sent:** Thursday, 8 November 2018, 11:18  
**Subject:** Days Field

Dear Colin

I refer to my email of the 29.10.18 @ 9.35am in which I asked about risk assessments.

As with so much of this you and STC are silent. This silence and lack of transparency severely concerns many people indeed I have not yet received one response that denies the risk to which I refer and on which you have refused to comment.

As a comparison in construction before any project begins a risk assessment is produced to highlight the risks noted in the execution of the work. On the Butter Cross project which you claimed credit for managing in your paper to Elizabeth Truss such an assessment was as you will know produced and had it not been and an accident occurred people would be held liable with the penalties that follow. Indeed even if an assessment is carried out blame can still be apportioned.

The Days Filed project whilst not yet a construction project is probably no different. A risk assessment concerning the financial risks the community will face should be produced and preferably made know to the community facing those risks. If no assessment is carried out then you have not considered those risks OR cannot you show that you to have done so.

So what you might ask? The answer is one of later possible responsibility. If you proceed on the application for the loan costs will be involved, which, if the loan fails will have been wasted. If the project proceeds and then fails in whole or part then huge costs may will be involved. A risk assessment should highlight these risks and appropriate action taken now, "Day one". Risk assessments are a fundamental part of business life, they are not something dreamed up to make life difficult here, and the apparent lack of them on this project is troubling.

**On that basis if the loan or the subsequent project fails and costs are involved and no risk assessment was undertaken before commencing then whilst I am no lawyer I feel those who drove this and supported it could be held responsible. On construction projects if an accident occurs ignorance is no excuse perhaps it won't be an excuse here. And in these increasingly litigious times please be fully aware of this huge potential risk to you both collectively and individually.**

Request for response to risk assessments email dated 29.10.18 @ 9.25am which has been ignored.....

*".....Therefore, the Council's position is that it would be failing in its duty to you all if it did not look at all options to get best value. Councillors will not take undue risks....."*

**Response : At the open meeting STC was asked what risk assessments had been carried out, there was no response indeed I was told that you both who chaired the meeting looked somewhat "Flustered" by the question, so when will these risk assessment be carried out? I presume it will be at an early stage. We clearly do not want to find out later that the scheme was "dead in the water" before it started but huge sums were still spent on what could be a pointless exercise.**

*".....There have also been views expressed that Councillors are being "led" or over influenced by our Town Clerk....."*

**Response : Ignore what people, even Councillors, say about the statement above I don't think there is much support anywhere for what you claim, who was it who dreamt up this proposal? I don't think it was the**

members of the Council. No we all believe it was the Town Clerk so here's one risk assessment. This will be a very stressful exercise at all levels but what if things start to go wrong what happens if the person who prepared the detailed proposal suddenly isn't there? Run over by the proverbial bus or worse unable to take the strain and have a nervous problem and just can't continue, what then? I do not see anyone who could then take the lead. How will you deal with this risk.

Best regards

**Graham Edwards.**

**Address :** Marlow, Campingland, Swaffham, Norfolk, PE37 7RB

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