



## SWAFFHAM TOWN COUNCIL

Town Hall, 4 London Street, Swaffham, Norfolk PE37 7DQ

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### Full Council Meeting

**You are hereby summoned to a Full Council meeting of the Town Council to be held on Wednesday 8 July 2026 at 6.30pm in the Council Chamber**

The meeting will be live streamed via MS Teams and can be viewed by using the link [Full Council](#)

#### **DECLARATIONS OF INTEREST**

Councillors, please note that members are asked at the relevant point on the agenda to declare any interests that they may have in any items on the agenda. Declaration includes the nature of the interest, and whether it is a personal or disclosable pecuniary interest.

NB In case of non-members this agenda is for information only.

#### **AGENDA**

**46/26 To receive apologies for absence**

**47/26 To receive declarations of interest**

To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Swaffham Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

**48/26 \*\*To receive and agree the Minutes of the Full Council Meeting held on Wednesday 10 June 2026**

**49/26 Receive reports from:**

49.1. Norfolk County Council

49.2. Breckland District Council

**50/26 Public Forum: an opportunity for members of the public attending in person to address County, District and Town Councillors**

**51/26 To receive reports from:**

51.1. Mayor

51.2. Town Clerk

51.3. Museum Report

**52/26 To receive and consider late any urgent items at the Chairman's discretion (prior notification must be received)**

**53/26 To discuss and consider correspondence received**

**54/26 \*\*Councillor Register of Interest – Changes to Publication of Home Addresses**

Councillors are asked to note that, from 29 June 2026, legislative changes will remove the requirement for local authorities to publish councillors' home addresses on public Registers

of Interest. Home addresses will continue to be provided to the Monitoring Officer but will be redacted from the published register unless a member requests otherwise.

Councillors are also reminded to review their Declarations of Pecuniary Interests (DPI) and ensure that the information held by the Council is accurate and up to date.

**55/26 To consider further PSICA funding following the meeting held prior to the Council meeting**

**56/26 To ratify the comments submitted between Town Council meetings in response to Planning Application PC/2026/0818/TCA**

*This group of trees makes a significant contribution to the character and amenity value of the Conservation Area. They can be seen by the public from footpaths and Local Green Space to the north of the site and from the Whitecross Road to the South. The Red Cedar and Lawsons Cypress are not common species and all four appear to be healthy disease-free specimens. The application does not clearly show their positions and proximity to the House or any justification for removal.*

**57/26 \*\*To consider quotes for remedial work to The Kiosk**

57.1. **\*\*Replacement door to comply with H&S and fire regulations**

57.2. **\*\*Vinyl flooring**

**58/26 To consider commissioning a feasibility study relating to the swimming pool and Barn, and to determine whether to commission the study**

**59/26 \*\*To consider the estimated day-to-day operating costs of the Public Toilets, as requested by Cllr Darby**

**60/26 \*\*To consider a request for drone filming for the RBL Rededication Service on 6 September**

**61/26 \*\*Swaffham Guardians Community Pledge Initiative**

To consider Council participation and support for the project

**62/26 \*\*Determination of a Request for a Party Structure Notice**

**63/26 \*\*To consider a response to the *Access to Banking Services Review – Call for Evidence***

**64/26 \*\*To consider and adopt the Swaffham Town Council Planning Consultation Policy, including the delegated authority procedure for responding to planning consultations where consultation deadlines fall before the next scheduled meeting.**

**65/26 To consider Finance**

65.1. **\*\*To receive receipts for June 2026**

65.2. **\*\*To ratify internal transfer of funds for land purchase**

65.3. **\*\*To approve the payments of accounts July 2026**

65.4. **\*\*To approve Bank Reconciliation up to date of Agenda**

**66/26 To agree the date of the next Full Council meeting on Wednesday 9 September 2026 at 6.30pm to be held in the Council Chamber at the Town Hall and agree items for a future agenda.**

Signed: *Helen Carrier*  
Town Clerk

Dated: 2 July 2026

**\*\*indicates more information circulated with agenda**