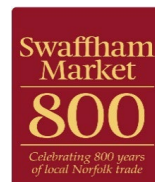




Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
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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 9th March 2022 at 6.30 p.m. in the **Council Chamber at the Town Hall.**

(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 3rd March 2022

AGENDA

*For a meeting of the **Full Council** on **Wednesday, 9th March 2022 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

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 ** Wednesday 9th February 2022 - Full Council.

6. FINANCE:

6.1 ** To receive and consider Accounts for payment for February 2022 (*recorded as **Appendix 1***).

6.2 ** To receive and consider indicative estimated costs for upgrading Council Chamber with Hybrid meeting technology.

6.3 ** To receive and consider estimated costs per bin for waste collection from Swans Nest site.

6.4 ** To receive and consider attendance at SLCC Spring Training Conference on 25th March 2022.

6.5 ** To receive and consider application for a grant from the Swaffham Rotary Club.

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 revised Service Level agreement with Swaffham Cultural Consortium.

c) **To receive and consider request from the Month's Union to Plant a tree for their (120th?) anniversary.

d) ** To receive and consider amended wording for top sheet of the Barn Feasibility & Planning report.

e) To receive and consider a local collection point for Ukraine/shoe box proposal, permission to fly Ukrainian flag and support/promotion of event at Assembly Rooms on 21st March at 10am.

f) To receive and consider information relating to Outdoor Fitness area at Swans Nest.

g) To receive and consider proposal from Assets & Open Spaces Committee to change use of Cemetery Chapel to a practical area for storage.

7.2 BRECKLAND COUNCIL

a) **To receive and consider HAZ Funding for benches in the Town Centre and Town Council commitment to future maintenance costs.

7.3 NORFOLK COUNTY COUNCIL

a) To receive and consider proposal from the Transport & Environment Committee to request a 'zero emissions clean air zone' for the Town Centre.

7.4 POLICE

a) To receive and consider crime prevention report regarding the public toilets.

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	HR Committee	Mon	21st Mar	12noon	Council Chamber	RB CS
8.2	Market Committee	Mon	21 st Mar	6.30pm	Council Chamber	CS RO
8.3	Extraordinary Meeting	Tues	22 nd Mar	6.30pm	Council Chamber	RB KF
8.4	Assets and Open Spaces	Mon	28 th Mar	6.30pm	Council Chamber	RB KF
8.5	Planning Committee	Tues	29 th Mar	4.00pm	Council Chamber	RB KF
8.6	Market Committee	Mon	11 th Apr	6.30pm	Council Chamber	RB RO
8.7	FULL COUNCIL	Wed	13 th Apr	6.30pm	Council Chamber	RB HD
8.8	Finance Full Council	Mon	25 th Apr	6.30pm	Council Chamber	RB HD
8.9	Planning Committee	Tues	26 th Apr	6.30pm	Council Chamber	RB 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 Draft Deed of Variation, New Plan and e-mailed correspondence regarding amendments to proposed site entrance to land owned by Swaffham Town Council.

9.2 To receive and consider progress report on HR issues and staffing changes.

9.3 To receive and consider update on legal issues with Greene & Greene.

9.4 To receive and consider update on legal issues with Ward Gethin.

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

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