



Swaffham Town Council

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PLEASE REPLY TO: Richard Bishop, Town Clerk

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SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Town Council, to be held on **Wednesday, 19th February 2020 at 6.00 p.m.** at the Town Hall, Swaffham.

(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.

Claire Smith
Deputy Clerk

Summons issued on 12th February 2019

AGENDA

For a meeting of the Full Council on Wednesday, 19th February 2020 at 6.30pm in the Town Hall, Swaffham commencing with prayers led by the Mayor.

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 MAYOR'S REPORT

3.1 To receive a report on Civic Events attended by the Mayor.

3.2 To receive and consider urgent reports, correspondence or information at the Mayor's discretion - prior notice must be given.

4. 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:-

4.1 To receive a **POLICE report** from a local PC or PCSO on police matters for the past month.

4.2 To receive a **COUNTY COUNCILLOR report** from your County Councillor Ed Colman.

4.3 To receive a **BRECKLAND COUNCILLOR report** from Cllrs I Sherwood, E Colman, D Wickerson

5. To receive and/or agree the MINUTES:

5.1 ** Wednesday, 15th January 2020 – Full Council Meeting.

6. To receive a report from the TOWN HALL by the Town Clerk

6.1 To receive a brief report from the Town Clerk.

6.2 To receive Councillors' questions relating to ongoing business.

7. FINANCE:

- 7.1 **** To receive and consider Accounts for payment for February 2020 (*recorded as **Appendix 1***).
- 7.2 ****To receive and consider a request from Swaffham Cricket Club for a grant to help maintain facilities at the club.
- 7.3 ****To receive an invoice and breakdown of recharges for the parish election 2nd May.
- 7.4 ****To receive and consider a request for a grant to the Priscilla Bacon Hospice.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

- a) ** To receive and consider closing the vehicular access on to the Oaklands playing field. A small section of fence to be placed to only allow pedestrian access.
- b) ** To receive and consider joining the Great British Spring Clean.
- c) ** To receive and consider information about services provided by SLCC to facilitate WCAG website compliance.
- d) ** To receive an update from Norfolk ALC Wellbeing Initiative.
- e) **To receive and consider correspondence from residents and a local businessman regarding the mess caused by the ducks in the Town Centre.

8.2 BRECKLAND COUNCIL

- a) ** To receive information regarding the Gadget Savvy Market Place Event on 27th March.
- b) ** To receive an update on Swaffham High Street Heritage Action Zone programme design plans decision.

8.3 NORFOLK COUNTY COUNCIL

- a) ** To receive and consider the Local Government Boundary Commission consultation

9. To note receipt of CORRESPONDENCE or INFORMATION

A list of all other correspondence is recorded as **Appendix 2**

10. To receive COMMITTEE & WORKING GROUP reports:

N.B. Reports include recommendations from or issues that the Council may refer to the Committee for further consideration; to be referred back to Full Council or to give delegated authority to allow the Committee to decide on receipt of further information.

10.1 COMMITTEES

- a) **To receive current COMMITTEE Reports**

(Planning & Built Environment, Market, Events & Tourism, Recreation & Community Services, Transport, Access & Environment, HR & Governance, Estates, Heritage/Town Hall & Site Maintenance, Finance Committee)

10.2 WORKING GROUPS, TASK GROUPS or TOPIC GROUPS

- a) **To receive current WORKING GROUP reports**

(Twinning Liaison, Swaffham Heritage Liaison, Swaffham/Watton Liaison)

11. To receive REPORTS by REPRESENTATIVES of OUTSIDE BODIES

N.B. Reports include feedback or recommendations from Council representatives of the various organisations or issues that the Council may wish refer to or essential information that may be relevant to Town Council business.

Iceni Partnership, Iceni Partnership Buildings Management, Swaffham Heritage Ltd, Relief in Need Charity, Swaffham Town Estate, Health Forum, Swaffham Community Transport, Norfolk ALC, SCALGA, Swaffham in Bloom, Swaffham Swimming Pool, The Hamond Educational Charity and the Town Team

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

12.1	Planning and Built Environment Committee	Midday	25 th February	Council Chamber
12.2	Extraordinary Meeting	6pm	9 th March	Council Chamber
12.3	Full Council	6pm	11 th March	Council Chamber
12.4	Market, Events and Tourism Committee	6pm	16 th March	Council Chamber

13. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960:

CONFIDENTIAL BUSINESS following the exclusion of the public and press

13.1 To receive and consider any staff related issues from the HR & Governance Committee.

13.2 **To ratify the appointment of a solicitor for the purpose of preliminary enquiries for due diligence for a potential asset swap.

13.3 To receive and consider a request by Breckland to take on a piece of land at Highfield Ave, a commuted sum is available for management.

13.4 ** To receive and consider tenders for the Toilet Project

13.5 ** To receive an update on the Town Pound transfer and licencing agreement.

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

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