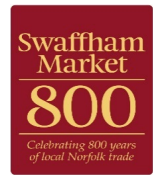




Swaffham Town Council

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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, 14th July 2021 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 8th July 2021

AGENDA

For a meeting of the **Full Council** on **Wednesday, 14th July 2021 at 6.30pm (to 8pm maximum duration 90minutes)** in the Town Hall, Swaffham commencing with prayers led by the Mayor.

PLEASE NOTE - We will be Live Streaming the meeting on Facebook, and unfortunately due to Covid-19 restrictions, on this occasion we cannot accommodate members of the public attending. ANY QUESTIONS must be submitted in writing in advance of the meeting and will be answered, if possible, within the meeting.

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)

N.B. Due to Covid-19 restrictions – No public in attendance at this meeting - ALL QUESTIONS MUST BE SUBMITTED IN WRITING in advance of the meeting and will be answered, if possible, within the meeting.

It is sincerely hoped that if the governments roadmap out of the extended pandemic lockdown concludes on 19th July 2021, then the public will be able to attend the meeting on 11th August 2021.

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 your 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 June 2021 - Full Council.

6. FINANCE:

6.1 ** To receive and consider Accounts for payment for July 2021 (*recorded as Appendix 1*).

6.2 ** To receive and consider updated budget for Christmas event over 4th/5th December 2021.

6.3** To receive and consider returning grants received last year for cancelled events due to Covid-19.

6.4** To receive and consider official notification of grant success regarding Orford Road play area.

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 NALC – details of the Queen's Platinum Jubilee Beacons on 2nd June 2022.

c) ** To receive and consider contact from Open Spaces Society regarding Footpath No. 45 (consultation re-BDW Cambridgeshire) – North Pickenham Road to Norwich Road.

d) ** To receive and consider request to reinstate Councillor Surgery at the Saturday Market.

e) ** To receive and consider CPRE – award ceremony Thursday 16th September 2021 - 5pm Dereham Memorial Hall.

f) ** To receive and consider Relief in Need transition proposal.

g) ** To receive and consider 'in-principle' support for a potential community project at the Haspall's Road skatepark, and delegation to the Assets & Open Spaces Committee to discuss the finer detail for delivery.

h) To receive and consider 'in-principle' potential use of the rear of public toilets building at the Shambles for Youth based activities – the aim is to develop a self-sustaining youth centre within Swaffham Town Centre for drop in use by young people, a safe space to go and a facility to arrange cost effective activities for young people and the families of younger people – Cllrs N. Bass, G. Edwards and K. Oliver.

7.2 BRECKLAND COUNCIL

a) ** To receive and consider Thriving People and Places – timeline (Town Delivery Plans).

b) ** To receive and consider clarification on MTI funded planters.

c) ** To receive and consider the Town Council's role in the 'Cultural Consortium' and a brief update regarding the HAZ project, following a meeting with officers at Breckland regarding clarification of funding.

7.3 NORFOLK COUNTY COUNCIL

a) ** To receive and consider request from Cllr Keith Kiddie, Armed Forces Champion re- the Armed Forces Covenant Pledge, Armed Forces Champions and Bronze Awards Criteria.

b) ** To receive and consider new Highway Rangers scheme for parishes.

7.4 POLICE

a) To receive and consider consultation 'Norfolk Safer Place to Live' - to 16th July 2021

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

<u>No.</u>	<u>Meeting</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Venue</u>	<u>Staff</u>
8.1	Assets & Open Spaces Committee	Wed	21 st July	4.00pm	Council Chamber	CS HD
8.2	Full Council Finance	Mon	26 th July	6.30pm	Council Chamber	RB CS
8.3	Planning Committee	Tues	27 th July	4.00pm	Council Chamber	RB HD
8.4	ANNUAL TOWN ASSEMBLY	Thurs	29 th July	6.30pm	Assembly Rooms	RB CP
8.5	HR & Governance Committee	Mon	2 nd Aug	12noon	Council Chamber	RB CS
8.6	FULL COUNCIL	Wed	11 th Aug	6.30pm	Council Chamber	RB HD
8.7	Market Committee	Mon	16 th Aug	6.30pm	Council Chamber	RB RO
8.8	Planning Committee	Tues	31 st Aug	4.00pm	Council Chamber	CS KF

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

CONFIDENTIAL BUSINESS following the exclusion of the public and press.

9.1** To receive and consider report from the Town Clerk regarding settlement of disputed Invoice.

9.2 * To receive and consider update from the Town Clerk on the Barn acquisition, dealing with the Draft Contract and Title Report.

9.3 To receive and consider consultants' progress to date and a reminder of Councillors workshop with the consultants on Wednesday 21st July 2021.

9.4 ** To receive and consider Breckland Council Monitoring Officer ruling on complaint against a Councillor.

8.pm - CLOSE OF MEETING

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

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