



Swaffham Town Council

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PLEASE REPLY TO: Helen Carrier, Deputy Town Clerk email: deputyclerk@swaffhamtowncouncil.gov.uk



Assets & Open Spaces Committee

You are hereby summoned to a meeting of the **Assets & Open Spaces Committee** on **Monday 26 September 2022** at **6.30pm** in the Council Chamber.

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

Helen Carrier

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Deputy Town Clerk

Committee members are as follows:

Councillors: J Anscombe, S Bell, W Bensley, P Darby, G Edwards, K Oliver, L Scott, J Skinner

Non-Voting Advisory Representatives Reps from Escape and Scalga

Summons issued 21 September 2022

AGENDA

1. **To receive apologies for absence**
2. **To receive declarations of interest for items included on the agenda**
3. **To adjourn the meeting to allow any members of the public to address the Assets & Open Spaces Committee in a PUBLIC OPEN FORUM (maximum of 15 minutes)**
4. ****To receive and agree the Minutes of the last meeting held on 27 July 2022**
5. **To report on outstanding actions (not included elsewhere on the agenda)**
 - 5.1. ****Northwell Pool**
6. **To receive and consider any Assets and Open spaces related issues from Non-Member Councillors (at the Chairman's discretion, prior notification must be received)**
7. **Allotments:**
 - 7.1. ****Management report of the allotments by the Deputy Town Clerk**
 - 7.2. ****To review and update the Allotments Rules and Regulations**
 - 7.3. **Report from SCALGA representative**
 - 7.4. **Report from Escape Project representative**
8. **Orford Road**
 - 8.1. ****To discuss the recent Traveller incursion and consider preventative measures**
9. **To receive an update on the Town Centre**
 - 9.1. **Update on benches being installed by Breckland District Council**
 - 9.2. ****Receive a street furniture report from Cllr Anscombe and consider quotes received for the installation of new litter bins and possible bus stop refurbishment**
 - 9.3. **Consider placing two trees in the War Memorial Garden to commemorate the late Queen Elizabeth II and Duke of Edinburgh and Carter 22**
 - 9.4. **Update from Breckland District Council regarding new dog mess signs after request from a resident**

10. To receive and consider issues at Public Open Spaces & Play Areas:

10.1. **To review and RoSPA Play Inspection report

11. To consider issues at the Cemetery:

11.1. **To consider quote received for the removal of the hedge at the front of the cemetery and soil improvement

12. To review and adopt the following policies:

- Recommend changing Metal Detecting policy to a procedure

13. To receive and consider late or urgent matters at the Chairman's discretion, not included elsewhere on the agenda (prior notice must be given)

14. To agree the date of the next meeting for Monday 28 November 2022 to be held in the council chamber at the Town Hall, and agree items for a future agenda

**indicates more information circulated with agenda