



Swaffham Town Council

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E-mail:

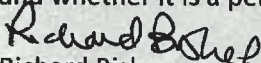
SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Town Council, to be held on **Wednesday, 15th January 2020** at 6.30 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.


Richard Bishop
Town Clerk

Summons issued on 9th January 2020

AGENDA

For a meeting of the Full Council on Wednesday, 15th January 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 Mayor's announcements.

3.3 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, 11th December 2019 – 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 report on outstanding actions agreed at the last meeting.
- 6.3 To receive Councillors' questions relating to ongoing business.

7. FINANCE:

- 7.1 ** To receive and consider Accounts for payment for January 2020 (*recorded as Appendix 1*).
- 7.2 ** To receive and consider attendance of a Parish Paths Seminar on 28th Feb 2020.
- 7.3 ** To receive and consider attendance of the Listed Property show on 8th- 9th Feb 2020.
- 7.4 ** To receive and consider attendance at any training events organised by Norfolk PTS.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

- a) ** To receive and consider invitation received from Hemmoor for the Civic Twinning weekend in Hemmoor on 18th – 20th September 2020.
- b) **To receive and consider issues raised by a newly formed community group 'Swaffham Climate Action'.
- c) **To receive and consider Friends of the Earth '20 Actions parish and town councils can take on the climate and nature emergency' and a 'Climate Action Plan'.
- d) **To receive and consider special feature on 'Climate Change' from the latest edition of 'the Clerk' journal, including examples of action being taken elsewhere, legislation awareness, NALC advice and carbon neutrality.
- e) ** To receive and consider outstanding issues raised by a Local Resident in respect of street lighting at Redlands Road prior to taking on the street lighting responsibility.
- f) To receive and consider proposal by Cllr Lindsay Beech to make a request to the PCC to ring the church bells at 11pm on 31st January 2020, as the UK start the process of coming out of the European Union.

8.2 BRECKLAND COUNCIL

- a) ** To receive and consider notification of receipt of Section 106 money from Breckland Council in respect of the Tesco-Millngate development and subsequent correspondence.
- b) ** To receive and consider on-going correspondence in respect of Breckland Town and Parish Forum to be held on 12th February 2020.

8.3 NORFOLK COUNTY COUNCIL

- a) ** To receive and consider e-mailed correspondence with a Local Resident in respect of the positioning of a new Bus Stop at Redlands Road.

8.4 POLICE

- a) ** To receive and consider notification from the Norfolk Police & Crime Commissioner of the annual budget consultation for the 20/21 Police budget.

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)

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	Market, Events & Tourism Committee	Mon	20 th Jan	6.30pm	Council Chamber
12.2	Estates, Heritage/town Hall Site Maintenance Committee	Wed	22 nd Jan	6.30pm	Council Chamber
12.3	Recreation & Community Services Committee	Mon	27 th Jan	6.30pm	Council Chamber
12.4	HR & Governance	Mon	3 rd Feb	12noon	Council Chamber
12.5	Transport, Access & Environment Committee	Tues	4 th Feb	4.00pm	Council Chamber
12.6	Full Council	Wed	12 th Feb	6.30pm	Council Chamber
12.7	Market, Events & Tourism Committee	Mon	17 th Feb	6.30pm	Council Chamber
12.8	Planning & Built Environment Committee	Tues	25 th Feb	4.00pm	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 receive and consider Estimates for proposed improvements to Public Toilets.

13.3 ******To receive and consider information relating to due diligence for the GBC/Days Field.

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

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