

Town Clerk | Swaffham Town Council

From: Wendy Richardson [redacted]
Sent: 09 February 2021 11:56
To: Town Clerk | Swaffham Town Council
Subject: RE: Norfolk Citizens Advice

Thank you for your e-mail, I will request a report be produced and I will send this to you as soon as possible.

Kind regards.

Wendy Richardson

Assistant to CEO

Tel: [redacted]

E-mail: [redacted]

Please note I work Monday to Thursday (9am to 2pm)



A local charity for the whole community

Please note I work Monday to Thursday

@CAB Norfolk
 @NorfolkCAB
 <https://www.ncab.org.uk/>

Norfolk CAB has a complaints handling procedure. To request a complaints leaflet please email public@ncab.org.uk.

Norfolk Citizens Advice

A charitable company limited by guarantee and registered in England & Wales

Registered Head Office:

The Forum, Millennium Plain, Norwich, Norfolk, NR2 1TF

Tel: 01603 273120

Company Registration Number: 3617412

Charity Registration Number: 1071297

VAT No: 688 8997 22

OISC No. N201400325

FRN: 617678 - Firm Name: Norfolk Citizens Advice

are authorised and regulated by the Financial Conduct Authority

From: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>

Sent: 09 February 2021 11:44

To: Wendy Richardson [redacted]

Subject: RE: Norfolk Citizens Advice

Dear Wendy,

I acknowledge your circular letter from Norfolk Citizens Advice – Norwich. Unfortunately, this has arrived too late to be considered at the Town Council meeting tomorrow evening, although as things stand it was more than likely to be rejected through lack of information. Can you please supply details of people from Swaffham who have used the service? Can you confirm if there is a service now in the Town? If not can you please give details of the nearest location to Swaffham where residents have to go to access the service?

Swaffham Town Council have previously supported Citizens Advice in order to preserve a service within the Town. The supporting information to the Council meeting on 10th March requested above, will be required by 3rd March in order to circulate to Councillors prior to the meeting. I look forward to hearing from you in due course – many thanks.

Best regards,

Richard Bishop
Town Clerk



LOCAL COUNCIL
AWARD SCHEME
FOUNDATION

Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
DDI Tel 01760 726500 Office Answerphone Tel **01760 722922** www.swaffhamtowncouncil.gov.uk



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From: Wendy Richardson <[redacted]>
Sent: 09 February 2021 10:43
To: Wendy Richardson <[redacted]>
Subject: Norfolk Citizens Advice

Please see attached letter for your information and I look forward to hearing from you.

Kind regards.

Wendy Richardson

Assistant to CEO

Tel: 01603 273120

E-mail: [\[redacted\]](mailto:[redacted])

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