

Town Clerk | Swaffham Town Council

From: Crampton, Emma <Emma.Crampton@breckland.gov.uk>
Sent: 07 July 2021 10:55
To: Town Clerk | Swaffham Town Council; Deputy Clerk | Swaffham Town Council
Subject: RE: Town Council Item - MTI Planters

Hi Richard,

Apologies for the late response.

Please see answers below..

Thanks,

Emma

Emma Crampton | Market Towns Delivery Lead | Breckland Council
07717 690898
W: www.breckland.gov.uk | T: @RegenTeamBDC

From: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Sent: 10 June 2021 15:18
To: Crampton, Emma <Emma.Crampton@breckland.gov.uk>; Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>
Subject: RE: Town Council Item - MTI Planters

Hi Emma,

I am pleased to report that the Town Council have given their agreement in principle to the new planters, subject to further information/clarification as follows: -

Swaffham Town Council to take ownership and ongoing maintenance of the new green planters, you state that if agreed, Breckland Council will purchase and install them as part of the Market Town Initiative programme, does this include the initial planting out of the planters? **Yes, that is correct.**

It is assumed that all initial costs including the plants and planting is covered by the MTI funding? **Yes, that is correct.**

Could you confirm that Breckland Council will be obtaining the necessary licence to place the new planters in part of the highway and that the licence will subsequently be passed to the Town Council? **Yes, we have spoken to NCC Highways and they have agreed the planters can be safely placed in the proposed locations.**

In terms of maintenance, and on-going care, watering (30-visits), litter picking and de-weeding flowerbed etc, can you confirm that this comes into force after the initial planting out? So, the expectancy is for Town Council staff to maintain from that point on and in subsequent years? Or is there any on-going support from Breckland in this regard? **The proposed expectations is that Town Council would take ownership and maintenance from the point of installation.**

After initial planting and handover is the assumption that the planters are a Town Council asset and would be insured by the Town Council? **Yes, correct.**

I would be grateful if you could just confirm or clarify ASAP – many thanks.

Best regards,

Richard Bishop
Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
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From: Town Clerk | Swaffham Town Council
Sent: 09 June 2021 10:12
To: 'Crampton, Emma' <Emma.Crampton@breckland.gov.uk>; Deputy Clerk | Swaffham Town Council
<deputyclerk@swaffhamtowncouncil.gov.uk>
Subject: RE: Town Council Item - MTI Planters

Hi Emma,

All received thank you and distributed to Councillors for the meeting this evening. I will let you know the outcome later in the week.

Best regards,

Richard Bishop
Town Clerk



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From: Crampton, Emma <Emma.Crampton@breckland.gov.uk>
Sent: 09 June 2021 09:44
To: Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>
Cc: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Subject: FW: Town Council Item - MTI Planters

Hi Claire,

Just wanted to check that this was all okay as I believe the council meeting is today?

Thanks,

Emma

Emma Crampton | Market Towns Delivery Lead | Breckland Council
07717 690898
W: www.breckland.gov.uk | T: @RegenTeamBDC

From: Crampton, Emma
Sent: 04 June 2021 17:28
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>; Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>
Cc: Lewis, Ben <Ben.Lewis@breckland.gov.uk>
Subject: Town Council Item - MTI Planters

Hi Both,

As discussed with Richard, please see attached a paper to take to town council next week proposing that BDC installs new planters under the MTI programme but that the town council take on ownership and responsibility for maintenance.

If this is all okay – please let me know when I need to be available to present.

Any questions please shout.

Thanks,

Emma

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