

## **Swaffham Town Council**

Minutes of Town Council meeting held on **Wednesday 9<sup>th</sup> March 2022** at **6.30pm** in the **Town Hall**.

Present: Mayor Cllr J Anscombe (in the Chair)

Councillors: N Bass, L Beech, P Darby, S Matthews, I Pilcher, L Scott, J Skinner

Town Clerk R Bishop  
Deputy Town Clerk: C Smith

Breckland Cllrs: D Wickerson and I Sherwood  
Police: PC Button

Public: 4

Prayers were led by Cllr Matthews

### **1. Apologies and reason for absence**

Cllr K Oliver – work commitments  
Cllr S Bell – prior engagement  
Cllr W Bensley - work commitments  
Cllr G Edwards - away  
Cllr C Houghton – away

### **2. Declarations of interest**

6.5 Cllrs Anscombe and Pilcher – personal interest as honorary Rotary members.  
7.1b Cllrs Darby and Anscombe – personal interest as members of the Cultural Consortium

6.33pm - the meeting was adjourned to allow public participation

**Theatre St** – concern was expressed by members of the public about the antisocial behaviour at Theatre St carpark. BDC Cllr Sherwood and PC Button reported on actions that had been undertaken and confirmed that work between the Police and BDC would be continued to tackle the problem. Residents were encouraged to report all incidents to BDC and the police so that data could be collected to inform the best response. The issue would be further explored at the next snap meeting, where it may be identified as the next priority policing area.

6.46pm the meeting was resumed.

### **3. Reports: Police, principal authority**

#### **3.1 Police**

PC Button reported crime figures for Swaffham and surmised that these reflected a typical month.

#### **3.2 Norfolk County Council**

No report available.

#### **3.3 Breckland Council**

Cllr Sherwood's report had been circulated in advance. He also reported that the planters were arriving the following day. A helpful meeting with the Town Clerk and R Burton had taken place, to move the project forward regarding the land for Leisure facilities. Portfolio holder Cllr Suggitt had offered to attend a Town Council meeting to discuss the leisure offer.

Initials: \_\_\_\_\_

**4. Report from the Mayor and Town Clerk**

**4.1. Mayors Announcements**

The Mayor had presented certificates to Teeni Icení for tree planting.

The Deputy Mayor had visited Hunstanton.

The Mayor and Deputy Mayor had visited the Kings Lynn Mart.

**4.2. Urgent reports, correspondence, or information at the mayor's discretion:**

It was noted that Part of 7.1 (f) featured later in the agenda, was deferred to below the line, as it referred to confidential figures relating to a commuted sum for open spaces and the fitness area on Swans Nest development – stages 4 and 5.

**4.3. Town Clerk's report and Councillor's questions relating to ongoing business.**

The Town Clerk reported that 4 members of staff were leaving, and one had been off sick. One new member of staff had started work and recruitment was ongoing.

Pool land survey – Cllr Scott requested an explanation for the discrepancy in the pool land survey, the Town Clerk reported that he had not had a response from the surveyors.

**5. To receive and/or agree the minutes**

- 5.1 The Full Council minutes for Wednesday 9<sup>th</sup> February 2022 were agreed and signed for accuracy.

**6. Finance:**

**6.1. Accounts for March 2022**

Payments list for March 2022 was circulated to Councillors for review prior to the meeting. See Appendix 3. No queries were raised.

**It was agreed to accept the accounts for March 2022.**

**6.2 Estimated costs for upgrading Council Chamber with Hybrid Technology**

Cllrs discussed the Chamber facilities and furniture. It was suggested that the Town Clerk liaise with Cllr Oliver to assess what might be feasible. It was also suggested that grant funding opportunities could be explored.

**It was agreed that the Town Clerk and Cllr Oliver liaise regarding what systems could be implemented. It was also agreed that grant funding would be explored.**

**6.3 Estimated costs per bin for waste collection from Swans Nest**

Following a change of policy by Breckland not to empty bins on new developments, the cost of this would fall to the Town Council. It was suggested that the Town Clerk complete an analysis of the costs for staff to empty the bins against contractors. It was proposed that this item be decided by HR. It was noted that future sites would include a commuted sum for bin collections.

**It was unanimously agreed that the decision to use contractors or staff would be deferred to the HR Committee.**

**6.4 SLCC Spring Training Conference 25<sup>th</sup> March**

Cllrs were invited to attend; Cllr Darby would attend, Cllr Matthews would confirm with Town Clerk if she was able to attend.

**6.5 Swaffham Rotary Club Grant**

Cllrs considered a request for a £500 grant to stage the annual art exhibition.

**Initials: \_\_\_\_\_**

**It was agreed by a majority vote to award a grant of £500 to Swaffham Rotary.**

## **7. Correspondence or Information**

### **7.1 General**

a) Weekly correspondence – it was noted that the weekly correspondence had been circulated to Councillors via the Dropbox link.

b) Revised Service Level Agreement with Swaffham Cultural Consortium – The agreement had been amended to meet HAZ requirements.

**It was agreed to accept the re-worded agreement.**

c) Request from Mother Union to plant a tree on the Campingland.

It was proposed that the Mothers Union be allowed to plant a tree on the Campingland and that the Tree Officer be asked what would be appropriate.

**It was agreed to allow a tree to be planted and establish with the tree officer what sort of tree would be appropriate.**

d) Barn Feasibility and Business planning report

Cllrs noted that there was a meeting on 22<sup>nd</sup> March to receive and consider the steering group report. It was proposed that the release of documents be deferred and decided at that meeting.

**It was agreed to defer the release of document until the meeting on 22<sup>nd</sup> March 2022.**

e) Ukraine appeal and permission to fly the Ukrainian flag

Cllrs noted that there was a collection point at Waites and Stones and that the most needed items were now medicines and funds. Donations could be made via dec.org.uk where gift aid could be applied. It was proposed to fly the Ukrainian flag in support of the Ukrainian people. This would be reviewed at each Town Councill meeting.

**It was agreed by a majority vote to fly the Ukrainian flag at the Town Hall, this would be reviewed at each meeting.**

f) Outdoor fitness equipment at Swans Nest

It was proposed to accept the design and detail of the outdoor fitness equipment.

**It was agreed to accept the design of the outdoor fitness equipment proposed for Swans Nest by Abel Homes.**

g) Change of Use for Chapel to storage

It was noted that the Chapel was rarely used and so it was proposed to use it for clean storage.

**It was agreed to use the Chapel for clean storage.**

### **7.2 Breckland Council**

a) HAZ funding for benches – it was proposed to accept the future maintenance of the benches to be purchased by HAZ funding. The benches would match the design of the benches around the Buttercross

**It was unanimously agreed to accept the future maintenance of the benches.**

Initials: \_\_\_\_\_

### 7.3 Norfolk County Council

a) Zero Emissions clean air zone – it was suggested that more information was needed and the this could be taken to the BDC climate change officer for guidance on how this could be useful for Swaffham.

**It was agreed to refer to the BDC Climate Change officer for guidance if this was a useful action for Swaffham.**

### 7.4 Police

It was proposed that the toilet repairs be done as soon as possible, as well as prices obtained for changes to the door and an alarm. CCTV quotes would be obtained at the same time as looking for a system for the Town Hall and Barn.

**It was agreed to expedite the repairs to the Toilet and get quotes for changes to the door and an alarm. CCTV quotes would be done at the same time as a system for the Town Hall and Barn.**

## 8. Dates of forthcoming meetings and to receive any items for a future agenda.

No.	Meeting	Day	Date	Time	Venue
8.1	HR Committee	Mon	21st Mar	4.00pm	Council Chamber
8.2	Market Committee	Tues	21st Mar	6.30pm	Council Chamber
8.3	Extraordinary Meeting	Tues	22nd Mar	6.30pm	Council Chamber
8.4	Assets and Open Spaces Committee	Wed	30th Mar	6.30pm	Council Chamber
8.5	Planning Committee	Tues	29th Mar	4.00pm	Council Chamber
8.6	Market Committee	Mon	11th April	6.30pm	Council Chamber
8.7	FULL COUNCIL	Wed	13th Apr	6.30pm	Council Chamber
8.8	Finance Full Council	Mon	25th Apr	4.00pm	Council Chamber
8.9	Planning Committee	Tues	26th Apr	Noon	Council Chamber

## 9. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960: CONFIDENTIAL BUSINESS following the exclusion of the public and press

### 9.1 Draft Deed of variation to land adjacent to land owned by STC

**It was unanimously agreed to accept the draft deed of variation.**

### 9.2 HR Issues and staff changes.

The Town Clerk gave an update on staff retirement, resignation, redundancy due to staff admin re-structure, recruitment, and absence.

### 9.3 Legal Issues

The Town Clerk gave an update on outstanding legal issues it was noted that

- Sale of Days field was progressing
- Transfer of land to Breckland for leisure provision was progressing.
- Town Pound would be transferred in the near future.
- Shambles – BDC had signed off the transfer.
- Church wall agreements had been sent to residents, some amendments need to be made.
- Cemetery tree preparation work was complete and individual information needed to be included in draft documents

### 9.4 Commuted Sum regarding open spaces and litter bins

Initials: \_\_\_\_\_

Cllrs discussed the sum and proposed to accept the suggested BDC standard figure of £8.50 per Sqm, this would include any provision for litter bins.

<b>It was agreed to accept a commuted sum of £8.50 per sqm, for subsequent management of open area in further phases of the Swans Nest development.</b>
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The meeting closed at 8.55pm

Mayor.....

Initials: \_\_\_\_\_

**Norfolk County Council Report February 2022**  
**Councillor Ed Colman, 07940 406356, ed.colman.cllr@norfolk.gov.uk**

### **Budget Update**

Plans for a balanced budget and a 2.99 per cent council tax rise will be considered by Norfolk County Council's Full Council this month.

Two possible council tax rises have been tabled – 2.99 per cent or the maximum permissible 3.99 per cent – but councillors have already said they favour 2.99 per cent, in the light of feedback from the recent public consultation.

We are tightening the Council's belt, instead of raising council tax even higher than we need to, because we know residents face a rapid rise in the cost of living.

We are carrying out a major review of the Council, to make it fit for the future and to tackle a predicted £60 million gap in 2023/24.

The 2022-23 budget proposes significant investment, while addressing continuing severe pressure on services, including:

Adult social services: £35.478 million of growth pressure (including for the National Living Wage), against planned savings of £10.465 million.

Children's services: £23.244 million of growth pressure, against planned savings of £12.088 million.

Community and environmental services: £10.053 million of growth pressure, against planned savings of £3.496 million.

Overall, the proposals for 2022-23 increase the net budget by £25 million compared to this year, to £464.325 million.

A 2.99 per cent rise in the County Council's share of council tax would mean the following charge per band:

- A - 1,011.30
- B - 1,179.85
- C - 1,348.40
- D - 1,516.95
- E - 1,854.05
- F - 2,191.15
- G - 2,528.25
- H - 3,033.90

### **Thousands asked to share their views on Norfolk's SEND services and support**

Thousands of children and young people with SEND, their families, and the professionals who work with them are being asked to share their views in a new survey launched this week.

The wide-ranging survey has been put together by Norfolk County Council working in partnership with parents, parent carer groups, and a range of professionals.

It has been designed to be as easy as possible and asks questions about support, education, health, EHCPs and social care. There are separate sets of questions for each of these three groups: children and young people aged 11 to 25; parents and carers; and professionals. The survey can be completed anonymously and should only take around 15 minutes.

This is a great opportunity for parent, carers, young people and professionals to have a say and use their voice to inform and influence improvements within SEND across education, health and social care in Norfolk.

The survey is open from Monday 7 February until 5pm on Monday 7 March and can be found at <https://www.smartsurvey.co.uk/s/SENDSurvey2022/>.

### **Uptake for apprenticeships in Norfolk higher than pre-pandemic levels**

There has been a huge surge in people signing up for apprenticeships in Norfolk. Since August 2021, the uptake of apprenticeships across the county has increased by 53%, 10% above the national figure\*.

Apprenticeships are a Government-funded scheme, which enable businesses to improve their productivity and sustainability, and give individuals the opportunity to build their future by earning and learning.

This significant rise in interest reflects the combined impact of the commitment of employers across Norfolk, recent Government incentives and Norfolk County Council's dedicated team of experts at Apprenticeships Norfolk. Last summer's #MadeInNorfolk advertising campaign and the additional grants, incentives and support offered by Apprenticeships Norfolk have proved that partnership working achieves effective results.

Latest figures from Government show that in the first three months of the 2021/22 academic year, almost 2000 young people in Norfolk between the ages of 16 and 19 chose an apprenticeship, an increase in 83% from the same period in the previous year (2020/21).

### **Multi-million pound programme continues to deliver hundreds of new special education places**

A five year multi-million pound council scheme has provided 247 new special education places with at least another 278 due to be delivered before the programme ends.

The £120 million SEND transformation programme pledged to improve inclusion in mainstream schools and deliver 500 new specialist places with at least three new-build special schools alongside expansions and improvements to existing schools.

### **Transforming businesses with Go Digital funding and business support**

Funding and free expert advice for micro, small and medium-sized businesses is set to continue in 2022, thanks to Norfolk County Council's Go Digital grant scheme.

Since its launch in December 2020, the initiative has already supported over 400 businesses, with many claiming grants of up to £500 and receiving expert one-to-one consultancy to help make better use of digital technology.

The Go Digital support scheme is an ideal opportunity for businesses to improve their business model by exploring new technology, whether that be the use of more digital devices, ecommerce, improving an online presence or increasing awareness through the power of social media. To take advantage of this, I encourage business owners and managers to apply as soon as possible.

Full details <https://www.norfolk.gov.uk/business/grants-and-funding/go-digital>

Breckland DC Report November 10<sup>th</sup>**Local Council Tax Reduction Scheme Proposals**

We're inviting all residents to respond to a consultation on proposed changes to our Local Council Tax Reduction Scheme.

The Anglia Revenues Partnership, which administers council tax and benefits on behalf of Breckland Council, has identified four potential improvements to the way in which the LCTRS is structured in Breckland. These would reduce the burden on customers in terms of the information they need to provide, and would in turn speed up the processing of applications.

These four proposals have been made to the council, and now the opinions of the public and stakeholders are being sought. The consultation will be open until 7 December 2021. After the consultation period, the proposals will go back to the council to be considered, alongside all the responses to consultation, in January 2022. If the proposals are agreed they will come into force in April 2022.

The proposals, if implemented, would change:

- The threshold for how much capital a customer can own (for example, savings) and still be entitled to a Council Tax reduction.
- The impact that living with non-dependent friends or family members has on the council tax reduction that a customer receives.
- The relationship between the application processes for Universal Credit and for Local Council Tax Reduction.
- The way in which fluctuations in a customer's earnings are taken into account in LCTRS.

Read the proposals and respond to the consultation by visiting <https://www.breckland.gov.uk/LCTRS>

**New milestone in scheme protecting Swaffham's heritage**

A scheme which will protect Swaffham's rich heritage while planning for the town's future has reached an exciting new milestone.

We're working in partnership with Historic England to deliver the Swaffham High Street Heritage Action Zone, which will see a range of projects rolled out to protect the historic high street and look at how it could be further enhanced for residents and visitors in the future.

The programme was originally announced in 2019 after Historic England agreed to invest £380k in the town, with a further £200k ring-fenced by us. The coronavirus pandemic unfortunately slowed the scheme, but now it is moving forward apace as a number of expert teams have been signed up to take forward the individual projects.

The projects will include working with the owners of some of the town's most historic buildings to help fund the repair of the shop fronts and traditional features, and inviting local people to share their thoughts on what modern amenities might best complement the traditional market town.

The work will be delivered by Kings & Dunne Architects, Urban Symbiotics and Purcell Architecture Limited and each focuses on a different element of the programme.

Kings & Dunne Architects will be working with building owners in town on building improvements. Urban Symbiotics are producing a document that will be co-designed with residents that will improve the town centre and provide a long term plan for Swaffham's historic centre. And Purcell Architecture Limited are re-appraising Swaffham's town centre conservation area as well as producing a management plan.

**£98k of Green Community Grants announced**

Initials: \_\_\_\_\_



The fund was set up to support communities in Breckland to take action for themselves. The aim is to promote environmental sustainability, create positive behavioural change in response to climate change, and encourage communities to take positive action. The fund can also support school projects which encourage pupils to take action for the environment.

The fund opened to applications on 13 July and closed on 12 September. The applications have been considered carefully and a total of £98,226 has been awarded. We have contacted the successful applicants to give them the good news, and let them know the next steps for their project.

Eligible applicants to the fund included community groups, schools, businesses, town and parish councils, and charities operating locally. Projects needed to demonstrate that they will lead a positive behavioural change towards climate change reduction or environmental sustainability. Furthermore, they should benefit a community in Breckland.

Full details of local Swaffham recipients and their projects to follow.

Swaffham Town Council - Accounts for FEBRUARY 2022						6.1
No	Payment	Name	Details	Price	VAT	Total
<b>Paid - 1st -9th February 2022</b>						
483	Card	Lloyds Bank	Monthly credit card fee - Jan 22	£ 3.00	£ -	£ 3.00
484	Card	Lloyds Bank	Screwfix - Rec Toilets - push button lock	£ 91.66	£ 18.33	£ 109.99
485	Card	Lloyds Bank	Toolstation - Barn - frost watch heaters	£ 70.79	£ 14.16	£ 84.95
486	Card	Lloyds Bank	Fire Risk Assessment - Barn complex	£ 399.00	£ 79.80	£ 478.80
487	Card	Lloyds Bank	Amazon - cleaning products	£ 0.93	£ 0.07	£ 1.00
488	Card	Lloyds Bank	Amazon - cleaning products	£ 4.99	£ 1.00	£ 5.99
489	d/d	ICO	Information Commissioner Office - annual fee	£ 35.00	£ -	£ 35.00
490	d/d	Hitachi	Truck Lease - Feb 22	£ 336.88	£ 67.38	£ 404.26
491	d/d	SSE Southern Electric	Public Toilets - electricity - Jan 22	£ 141.02	£ 7.05	£ 148.07
492	d/d	SSE Southern Electric	Cemetery Chapel - electricity - Jan 22	£ -	£ -	£ -
493	d/d	SSE SWALEC	Buttercross - electricity - Jan 22	£ -	£ -	£ -
494	d/d	SSE SWALEC	Rec Ground - electricity - Jan 22	£ -	£ -	£ -
495	d/d	SSE SWALEC	Town Hall - electricity - 18/7-31/7/21 - old invoice, not rec'd previously	£ 49.63	£ 2.48	£ 2,956.70
			Town Hall - electricity - 1/8-18/10/22 - Cr Note - Oct invoice charged old rates	£ 854.87	£ 170.97	
			Town Hall - electricity - 1/8-18/10/21 - Q321 adj invoice with out of contract rates	£ 1,629.78	£ 325.95	
			Town Hall - electricity - 19/10/21-20/1/22	£ 1,645.59	£ 329.11	
496	d/d	Total Energies	Barn - electric - 1/11/21-3/2/22	£ 392.32	£ 19.62	£ 411.94
497	d/d	Vodafone	Mobile Phone bills - Jan 22 - S Dent	£ 14.36	£ 2.87	£ 34.46
			Mobile Phone bills - Jan 22 - R Ostler	£ 14.36	£ 2.87	
498	d/d	WorldPay	Monthly payment charges - Jan 22	£ 24.70	£ 2.03	£ 26.73
<b>Sub Total</b>				<b>£ 3,999.14</b>	<b>£ 701.75</b>	<b>£ 4,700.89</b>
<b>To be authorised and paid - post 9th February 2022</b>						
499	BACS	Net Salaries	Town Council salaries	£ 14,231.56		£ 14,231.56
500	BACS	Inland Revenue	Tax	£ 1,800.67		£ 4,508.66
			Employer National Insurance contribution	£ 1,582.69		
			Employee National Insurance contribution	£ 1,125.30		
501	BACS	Norfolk Pension Service	Employer Contribution	£ 4,175.41		£ 5,482.15
			Employee Contribution	£ 1,306.74		
502	d/d	Breckland Council	Town Hall - Rates	£ 1,048.00		£ 1,587.00
			Market - Rates	£ 349.00		
			Cemetery - Rates	£ 190.00		
503	d/d	Breckland Council	Barn - Rates	£ 168.00		£ 168.00
504	d/d	Immervox (Jan 22)	VOIP router & line - 720014	£ 38.18	£ 7.64	£ 337.34
			Town Council - Fax & Broadband 720469	£ 47.99	£ 9.60	
			Swaffham Heritage - Telephone 721230	£ 47.17	£ 9.43	
			Town Council - Telephone 722922	£ 88.33	£ 17.67	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
			Town Wi-Fi - 336135	£ 46.45	£ 9.29	
505		Petty Cash		£ 181.20	£ -	£ 181.20
506	BACS	Allotment Refund	Baker - SL 20 & 21	£ 64.60	£ -	£ 64.60
507	BACS	Anglian Chemicals	Toilets - bleach	£ 2.66	£ 0.53	£ 3.19
508	BACS	Apples & Orchard Project	Apple Trees x 6	£ 93.00	£ -	£ 93.00
509	BACS	Auditing Solutions	Interim Internal Audit - Nov 21	£ 920.00	£ 184.00	£ 1,104.00
510	BACS	Brook HR	HR Services - Dec 21	£ 135.00	£ -	£ 135.00
511	BACS	Cooleraid	Town Hall drinking water - Jan 22	£ 3.95	£ 0.79	£ 4.74
512	BACS	EBC Pest Control	Toilets - Covid Cleanse - Dec 21	£ 80.00	£ 16.00	£ 96.00
513	BACS	EBC Pest Control	Rec Ground - mole maintenance - Jan 22	£ 150.00	£ 30.00	£ 360.00
			Orford Road - mole maintenance - Jan 22	£ 150.00	£ 30.00	
514	BACS	ICO Systems	Anti Virus - Jan 22	£ 7.50	£ 1.50	£ 9.00
515	BACS	Norfolk Pension Fund	Pay Strain 19/20	£ 3,000.00	£ -	£ 3,000.00
516	BACS	Travis Perkins	Swaffham Heritage Carter 22 - timber	£ 124.43	£ 24.88	£ 149.31
517	BACS	Uncle Lukes	Swaffham Heritage Carter 22 - signage	£ 413.88	£ 82.78	£ 496.66
518	BACS	WAVE - Anglian Water	Allotment SL2 - 291055801 - Jan 22	£ 4.06	£ -	£ 4.06
519	BACS	WAVE - Anglian Water	Allotment TH - 291044001 - Jan 22	£ 8.55	£ -	£ 8.55
520	BACS	WAVE - Anglian Water	Public Toilets - 341378101 - Jan 22	£ 22.43	£ -	£ 22.43
521	BACS	WAVE - Anglian Water	Rec Ground - 225554301 - Jan 22	£ 4.06	£ -	£ 4.06
<b>Sub Total</b>				<b>£ 35,622.95</b>	<b>£ 1,128.46</b>	<b>£ 36,751.40</b>

Initials: \_\_\_\_\_

Late Bills - received after agenda issued						
522	BACS	J C Electrical/Redroc Group	Toilets - <i>mag lock repairs</i>	£ 35.00	£ 7.00	£ 42.00
523	BACS	J C Electrical/Redroc Group	Xmas Lights - <i>put up/take down</i>	£ 1,530.00	£ 306.00	£ 1,836.00
524	BACS	J C Electrical/Redroc Group	Barn - <i>boilers servicing</i>	£ 250.00	£ 50.00	£ 300.00
525	BACS	K Lock Maintenance	Allotment padlock	£ 32.50	£ 6.50	£ 39.00
526	BACS	Rialtas	Omega Accounts - <i>annual fee</i>	£ 673.00	£ 134.60	£ 807.60
527	BACS	Swaffham Service Station	Fuel - Trucks - <i>Jan 22</i>	£ 126.69	£ 25.33	£ 221.53
			Fuel - Machinery - <i>Jan 22</i>	£ 49.85	£ 9.97	
			Motor Oil	£ 8.08	£ 1.61	
528	BACS	Veolia	Town Hall waste collection - <i>Jan 22</i>	£ 71.74	£ 14.35	£ 168.70
			Cemetery waste collection - <i>Jan 22</i>	£ 68.84	£ 13.77	
529	BACS	Ward Gethin Archer	Barn - <i>swimming pool land licence</i>	£ 512.00	£ 100.00	£ 612.00
<b>Total</b>				<b>£ 38,980.65</b>	<b>£ 1,797.59</b>	<b>£ 40,778.23</b>

Summary of Income - JANUARY 2022 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)				
18-Jan-22	Cash & Cheques taken over the counter			£ 271.22
25-Jan-22	Cash & Cheques taken over the counter			£ 125.50
31-Jan-22	Cash & Cheques taken over the counter			£ 182.30
Total BACS	Income from BACS & Card payment			£ 4,414.10
<b>TOTAL</b>				<b>£ 4,993.12</b>

Items of expenditure to be reclaimed				
Watton TC	Mobile reclaim - <i>Jan 22</i>	£ 14.36	£ 2.87	£ 17.23
Museum	Museum - Telephone 721230 - <i>Jan 22</i>	£ 47.17	£ 9.43	£ 56.60
Sues News	Electricity <i>Jan 22</i>	£ 59.08	£ 11.82	£ 70.90
<b>TOTAL</b>		<b>£ 120.61</b>	<b>£ 24.12</b>	<b>£ 144.73</b>

Initials: \_\_\_\_\_

Sent: 24 January 2022 18:56

To: Town Clerk | Swaffham Town Council

Subject: FW: New Flexibus for villages to Swaffham and beyond

Attachments: Swaffham Flexi Area.PNG

Dear Richard,

You may remember, I have previously been in touch regarding our application for funding from the Department for Transport's Rural Monetary Fund for our proposed new Demand Responsive Transport (DRT) bus service "The Flexibus" for the Swaffham area.

Thank you for your previous support and I am pleased to say that this new Flexibus for Swaffham is planned to launch on 14th March 2022. This will be a high quality bus service, using 1 new 16 seat fully accessible vehicle, operating between 0700-1900 Monday to Saturday. Passengers will need to book in advance, with booking options over the telephone, online and through downloading a booking app. Payment can also be made in advance using the booking app, or on the bus. Through ticketing is also planned for Kings Lynn, Dereham and Norwich. This new service will give travel options to Swaffham and beyond, Monday to Saturday for the following:

Barton Bendish, Beachamwell, Bodney, Brockville Cockley Cley, Cranwich, Didlington, Drymere, Eastmoor, Foulton, Gooderstone, The Cressinghams, Hilborough, Ickburgh, Methwold, Mundford, The Pickenhams, Northwold and Oxborough. (I have also attached a map of the service operating area). The current service 12 (North Pickenham to Swaffham - Monday to Friday) and the Service 31 Beachamwell, Oxborough, Gooderstone, Cockley Cley South and North Pickenham to Swaffham), will be discontinued with all villages having flexible travel opportunities across the new service Monday to Saturday. There will be further marketing and publicity regarding the new service with further details to come through February before the launch. It seems a long time ago that we discussed the plan and now we are looking to get the message out locally? Are there any local groups that might benefit and that we could contact? Let us know?

NCC will be delivering the service in partnership with Vectare Ltd. who will be running the service and VIA Technologies who are providing the booking app. More details and updates will follow and should you have any questions, please feel free to contact me?

Regards

Sean Asplin,  
Passenger Transport Manager

Initials: \_\_\_\_\_