

Town Clerk | Swaffham Town Council

From: Deputy Clerk | Swaffham Town Council
Sent: 01 December 2020 12:38
To: anne_fairweather; Keith Sandle
Cc: 'Cllr J Anscombe'; Les Scott; Paul Darby; Peter Wilgoss; segattuso@gmail.com; Town Clerk | Swaffham Town Council
Subject: RE: Contribution to Swaffham Heritage CCTV

Good Afternoon Anne

Yes of course, I will ask Richard to retain this on the agenda.

Regards

Claire Smith
Deputy Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ

 Tel **01760 722922** www.swaffhamtowncouncil.gov.uk

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From: anne_fairweather <anne_fairweather@btinternet.com>
Sent: 01 December 2020 12:08
To: Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>; Keith Sandle <cllrsandle.swaffhamtc@gmail.com>
Cc: 'Cllr J Anscombe' <CllrAnscombe.SwaffhamTC@gmail.com>; Les Scott <lesbscott@yahoo.co.uk>; Paul Darby <pauldarby52@icloud.com>; Peter Wilgoss <peterwilgoss.mg@gmail.com>; segattuso@gmail.com
Subject: RE: Contribution to Swaffham Heritage CCTV

Dear Claire

Would you still be kind enough to take this forward to the next week's Council meeting? We are still going down the route as described in the paper sent to you on 16th November. Please note that our preferred option was not for a complete new system. Some of the cabling would be retained.

We are offering Keith Sandle the opportunity to speak to Peter Wilgoss so there is a better understanding of our CCTV requirements.

Kind Regards

Anne

----- Original Message -----

From: "Deputy Clerk | Swaffham Town Council" <deputyclerk@swaffhamtowncouncil.gov.uk>
To: "anne_fairweather" <anne_fairweather@btinternet.com>; "Keith Sandle" <cllrsandle.swaffhamtc@gmail.com>
Cc: "Cllr J Anscombe" <CllrAnscombe.SwaffhamTC@gmail.com>; "Les Scott" <lesbscott@yahoo.co.uk>; "Paul Darby" <pauldarby52@icloud.com>; "Peter Wilgoss" <peterwilgoss.mg@gmail.com>; "segattuso@gmail.com" <segattuso@gmail.com>
Sent: Monday, 30 Nov, 2020 At 15:51
Subject: RE: Contribution to Swaffham Heritage CCTV

Dear Anne and Keith

Thank you for keeping me in the loop regarding CCTV, I am sorry there must have been a miscommunication I had not expected to take the meeting with Peter forward as Keith was at the Estates meeting and I had thought he would do that directly. My understanding was that Keith would be advising on the CCTV and how a more economical system could be achieved.

Please note that I forwarded the paper with three quotes received on 16th November to Richard and he has this on the draft agenda for next week's Council meeting. There is a request on the paper for a contribution to funding a complete new system with a recommended supplier. If the position has changed and the Museum is considering a different approach or further quotes would you like this item to be deferred to the next meeting?

Please also bear in mind that the Council will not be able to make a contribution or pay for services provided by a Councillor. So it is important to be clear on the basis of any quote or agreed work. If I can be of any further help please contact me.

Regards

Claire Smith

Deputy Town Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ

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From: anne_fairweather <anne_fairweather@btinternet.com>
Sent: 30 November 2020 14:06
To: Keith Sandle <cllrsandle.swaffhamtc@gmail.com>; Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>

Cc: 'Cllr J Anscombe' <CllrAnscombe.SwaffhamTC@gmail.com>; Les Scott <lesbscott@yahoo.co.uk>; Paul Darby <pauldarby52@icloud.com>; Peter Wilgoss <peterwilgoss.mg@gmail.com>; segattuso@gmail.com
Subject: RE: Contribution to Swaffham Heritage CCTV

Dear Keith

Thank you for your response regarding the CCTV.

As noted in the paper I sent to Claire Smith regarding a contribution to the CCTV by Swaffham Town Council, the standards required for CCTV at Swaffham Heritage has to meet those set by the Arts Council. We adhere to these standards so we can keep our professional standard of Accreditation which enables us to apply for funding and keep the Council's collections securely.

These same standards are required by the British Museum for their loan to us which forms part of the Carter Exhibit.

If the CCTV system fitted in the Community Centre is to these standards, then this will be a bonus.

However we will only be able to discover this if you contact our trustee with responsibility for Health and Safety, Peter Wilgoss. His email is peterwilgoss.mg@gmail.com. Claire Smith was asked to set up this meeting at the October Estates Committee. Peter is very knowledgeable on the subject of CCTV and I'm sure he will do his utmost to assist you.

Kind Regards

Anne

----- Original Message -----

From: "Keith Sandle" <cllrsandle.swaffhamtc@gmail.com>

To: "'anne_fairweather'" <anne_fairweather@btinternet.com>; deputyclerk@swaffhamtowncouncil.gov.uk

Cc: "'Cllr J Anscombe'" <CllrAnscombe.SwaffhamTC@gmail.com>

Sent: Monday, 30 Nov, 2020 At 11:27

Subject: RE: Contribution to Swaffham Heritage CCTV

Sorry for the delay in getting back to you.

All three quotes seem very high. A system was installed at the community centre for just a fraction of the cost quoted. I would estimate that we could replace and update all equipment for less than £500. I would be very happy to install the equipment, which would bring the cost down even further.

Kind regards,

Councillor Keith Sandle BSc, Dip Comp

 07766 407870

From: anne_fairweather <anne_fairweather@btinternet.com>

Sent: Saturday, 14 November 2020 11:58

To: deputyclerk@swaffhamtowncouncil.gov.uk; cllrSandle.SwaffhamTC@gmail.com

Subject: Contribution to Swaffham Heritage CCTV

Dear Claire and Keith

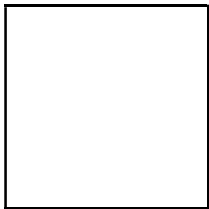
At the October Estates Committee, it was agreed the Town Council would need more information if they were to consider contributing to the CCTV upgrade. It was agreed that Keith would get in contact with Peter Wilgoss, the Trustee with responsibility for Health & Safety, to find out more.

As yet, this meeting has not taken place and the CCTV has started to become intermittent. There is a need to address this issue quite quickly. Accordingly I have drafted a paper which I attach to this message along with the preferred quote of the Swaffham Heritage Trustees. The paper gives the present position and asks if the Town Council would be prepared to contribute.

If you require further information, please do not hesitate to contact me.

Kind Regards

Anne



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