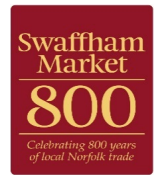




Swaffham Town Council

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PLEASE REPLY TO: Richard Bishop, Town Clerk

E-mail: townclerk@swaffhamtowncouncil.gov.uk

SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a virtual meeting of the Town Council, to be held on **Wednesday, 9th September 2020 at 5.30 p.m.** by using the following link

<https://us02web.zoom.us/j/83316647252?pwd=MjRQd2lpYVo1TjFZZUlrFBweTjMUT09>

Meeting ID: 833 1664 7252 Passcode: 083904

(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 4th September 2020

AGENDA

For a meeting of the Full Council on Wednesday, 9th September 2020 at 5.30pm 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 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: -

- 3.1 To receive a POLICE report from a local PC or PCSO on police matters for the past month.
- 3.2 To receive a COUNTY COUNCILLOR report from your County Councillor Ed Colman.
- 3.3 To receive a BRECKLAND COUNCILLOR report from Cllrs I Sherwood, E Colman, D Wickerson

4. To receive REPORTS from the Mayor, the Town Clerk, Committees, Working Groups & Outside Bodies

- 4.1 To receive Mayor's Announcements including a report on Civic Events attended.
- 4.2 To receive and consider urgent reports, correspondence or information at the Mayor's discretion - prior notice must be given.
- 4.3 To receive the Town Clerk's Report and Councillors' questions relating to ongoing business.

5. To receive and/or agree the MINUTES:

5.1 ** Wednesday, 12th August 2020 – Full Council Meeting.

6. FINANCE:

6.1 ** To receive and consider Accounts for payment for September 2020 (*recorded as Appendix 1*).

7. To receive and consider CORRESPONDENCE or INFORMATION

7.1 GENERAL:

- a) ** To note receipt of weekly correspondence or information (a list is recorded as **Appendix 2**).
- b) To receive and consider public consultation (in progress) for the proposed Barn Centre project.
- c) To receive and consider Town Council involvement in Remembrance Day.
- d) ** To receive and consider request from Gray's Fair to hire the Rec for a Funfair W/C 14th Sept for 2 weeks.
- e) To receive and consider report (to follow) from Town Clerk with risk assessment and recommendations for timetable to return to 'face to face' meetings from 29th September 2020.

7.2 BRECKLAND COUNCIL

a)** To receive and consider report from Mayor and Deputy Mayor on five town meetings with the Leader of Breckland Council Sam Chapman-Allen, progress with the Confidence Campaign and considerations for long term strategic projects for the Market Towns Initiative over the next 3 years.

7.3 NORFOLK COUNTY COUNCIL

a) ** To receive and consider Restricted Byway Application 61080_HP435_9.

8.To notify the DATES of forthcoming meetings and to receive any items for a future AGENDA:

8.1	Market, Events & Tourism Committee	Mon	14 th Sept	5.30pm	Zoom virtual
8.2	Recreation & Community Services Committee	Mon	21 st Sept	5.30pm	Zoom virtual
8.3	Planning & Built Environment Committee	Tues	29 th Sep	4.00pm	Council Chamber
8.4	Human Resources & Governance Committee	Mon	5 th Oct	12noon	Council Chamber
8.5	Transport, Access & Environment Committee	Tues	6 th Oct	4.00pm	Council Chamber
8.6	Estates, Heritage/Town Hall & Site Maint Committee	Wed	7 th Oct	6.30pm	Council Chamber
8.7	Market, Events & Tourism Committee	Mon	12 th Oct	6.30pm	Council Chamber
8.8	Full Council/Annual meeting	Wed	14 th Oct	6.30pm	Council Chamber
8.9	Annual Town Assembly	Wed	21 st Oct	6.30pm	Council Chamber
8.10	Finance Committee	Mon	26 th Oct	6.30pm	Council Chamber
8.11	Planning Committee	Tues	27 th Oct	4.00pm	Council Chamber

9. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960:

CONFIDENTIAL BUSINESS following the exclusion of the public and press

9.1 To receive and consider update on retrospective permission for bench erected at the Cemetery, plus request for permission for wording and coloured motifs on stonework from the same applicant.

9.2 To receive and consider confidential progress report from The Barn Centre Working Group re-due diligence/permission to borrow, contractual issues and to agree next steps.

9.3 To receive and consider confidential scenarios report from the GBC Working Group and proposed consultation timetable/expense and to agree next steps.

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

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