



Swaffham Town Council

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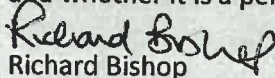
SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Town Council, to be held on **Wednesday, 9th October 2019** at **6.30 p.m.** at the Town Hall, Swaffham.

(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 30th September 2019

AGENDA

For a meeting of the Full Council on Wednesday, 9th October 2019 at 6.30pm in the Town Hall, Swaffham 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 MAYOR'S REPORT

3.1 To receive a report on Civic Events attended by the Mayor.

3.2 To receive and consider urgent reports, correspondence or information at the Mayor's discretion - prior notice must be given.

4. 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:-

4.1 To receive a **POLICE report** from a local PC or PCSO on police matters for the past month.

4.2 To receive a **COUNTY COUNCILLOR report** from your County Councillor Ed Colman.

4.3 To receive a **BRECKLAND COUNCILLOR report** from Cllrs I Sherwood, E Colman, D Wickerson

5. To receive and/or agree the MINUTES:

5.1 ** Wednesday, 11th September 2019 – Full Council Meeting.

6. To receive a report from the TOWN HALL by the Town Clerk

6.1 To receive a brief report from the Town Clerk.

6.2 To receive Councillors' questions relating to ongoing business.

7. FINANCE:

7.1 ** To receive and consider Accounts for payment for October 2019 (*recorded as **Appendix 1***).

7.2 ** To receive and consider request from Swaffham Town Bowls Club to repair track alongside Myers Playing Field.

8. To receive and consider CORRESPONDENCE or INFORMATION

8.1 GENERAL:

a) ** To receive and consider notification of the Local Government Boundary Commission consultation on division of boundaries for Norfolk County Council.

b) ** To receive and consider Draft Collections Development Policy – Swaffham Heritage 2019.

c) ** To receive and consider Notification of Listing Assessment and invitation to comment – Swaffham War Memorial, Market Place, Swaffham – N.B. consultation period 21 days from 25th September 2019.

d) ** To receive and consider RAF Marham Community Information Event on 30th October 2.00pm – 6.00pm.

e) ** To receive details of Norfolk Local access Forum – Parish Paths Seminar (west) at Narborough Community Centre Monday 28th October 2019 at 2pm – 5pm.

8.2 BRECKLAND COUNCIL

a) ** To receive and consider notes from 'Swaffham Marketplace Group' meeting held on 17th September 2019 and subsequent correspondence with MTI Officer Dave Notley.

b) ** To receive and consider on-going correspondence in respect of the section 106 claim for the Tesco/ Millngate Ltd development.

c) ** To receive and consider correspondence regarding Swaffham Market Place High Street Heritage Action Zone funding bid.

9. To note receipt of CORRESPONDENCE or INFORMATION

A list of all other correspondence is recorded as **Appendix 2**

10. To receive COMMITTEE & WORKING GROUP reports:

N.B. Reports include recommendations from or issues that the Council may refer to the Committee for further consideration; to be referred back to Full Council or to give delegated authority to allow the Committee to decide on receipt of further information.

10.1 COMMITTEES

a) To receive current COMMITTEE Reports

(Planning & Built Environment, Market, Events & Tourism, Recreation & Community Services, Transport, Access & Environment, HR & Governance, Estates, Heritage/Town Hall & Site Maintenance)

10.2 WORKING GROUPS, TASK GROUPS or TOPIC GROUPS

a) To receive current WORKING GROUP reports

(Twinning Liaison, Swaffham Heritage Liaison, Christmas Lights Event Working Group, Swaffham/Watton Liaison)

** To receive and consider quarterly report from Watton and Swaffham Project Support Officer – July to September 2019.

11. To receive REPORTS by REPRESENTATIVES of OUTSIDE BODIES

N.B. Reports include feedback or recommendations from Council representatives of the various organisations or issues that the Council may wish refer to or essential information that may be relevant to Town Council business.

Iceni Partnership, Iceni Partnership Buildings Management, Swaffham Heritage Ltd, Relief in Need Charity, Swaffham Town Estate, Health Forum, Swaffham Community Transport, Norfolk ALCs, SCALGA, Swaffham in Bloom, Swaffham Swimming Pool, The Hamond Educational Charity and the Town Team

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

12.2	Market, Events & Tourism Committee	Mon	14 th Oct	6.30pm	Council Chamber
12.1	Estates Committee	Tues	16 th Oct	6.30pm	Council Chamber
12.3	Finance Committee	Mon	28 th Oct	6.30pm	Council Chamber
12.4	Planning & Built Environment Committee	Wed	29 th Oct	4.00pm	Council Chamber
12.5	Transport, Access & Environment Committee	Wed	5 th Nov	4.00pm	Council Chamber
12.6	Full Council Meeting	Wed	13 th Nov	6.30pm	Council Chamber

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

CONFIDENTIAL BUSINESS following the exclusion of the public and press

13.1 To receive and consider any staff related issues from the HR & Governance Committee.

13.2 **To receive and consider on-going correspondence in respect of the two acre site owned by the Town Council, with the local farmer and his Landlord.

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

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