

SWAFFHAM TOWN COUNCIL

You are hereby summoned to a meeting of the Open Spaces & Amenities Committee to be held on **Wednesday 21st January 2009 at 6.30pm** at the Town Hall, Swaffham.

NOTE: In the case of non-members, this agenda is for information only.

Richard Bishop

Town Clerk

COMMITTEE CONSISTS OF THE FOLLOWING:-

The Mayor Cllr S. Matthews, Deputy Mayor, Cllr Mr. D. Harman, Cllrs Mr. D. Butters Mrs. T. Jennison, Mrs. S. Lister, Mr. F. Sharp and Mrs. J. Skinner + Mrs. S. Polaine-Leonard (SCALGA).

***Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
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[Summons issued 15th January 2009]

AGENDA

- 1. To receive APOLOGIES AND REASONS FOR ABSENCE.**
- 2. To receive DECLARATIONS OF INTEREST – for items on the Agenda.**
- 3. To receive and agree MINUTES – for Wednesday 3rd September 2008.**
- 4. OPEN SPACES – to receive and discuss progress reports by the Town Clerk on the following:-**
 - a. Allotments
 - b. Campinglands - Cemetery - Churchyard
 - c. Town Centre – including street furniture, lighting columns and hanging baskets
 - d. Northwell Pool
 - e. The Shambles
- 5. CIVIC AMENITIES – to receive and discuss progress reports by the Town Clerk on the following:-**
 - a. Honorary Citizen – photographs & badges.
 - b. Mayoral duties including the Mayor's Reception and Civic Service
 - c. Pedlars Sign - The Buttercross - Town Clock - War Memorial.
 - d. Dept of Communities & Local Government – consultation document – code of recommended practice on local authority publicity.
- 6. COMMITTEE REPORTS – to receive brief strategic update from the following:-**
 - a. Market Committee
 - b. Recreation Ground Project Sub-Committee
 - c. Town Group – Town Plan
 - d. Finance & General Purposes Committee – strategic budget considerations.
- 7. To agree date of next meeting – Wednesday 1st April 2009.**