

**SWAFFHAM TOWN COUNCIL – RECREATION GROUND COMMITTEE**

Minutes of a Recreation Ground Committee meeting held on Tuesday 8<sup>th</sup> November 2005 at 6-30pm in the Council Chamber, Town Hall, Swaffham.

Present:- The Mayor Cllr J. Stockdale (in the Chair)

Cllrs P. Darby, Cllr A. Greaves  
Mrs. S. Palmer, Mr. A. Panes, Mr. D. Tallon.

Deputy Town Clerk:- Mrs. M. Meyrick  
Town Clerk:- Mr. R. Bishop

Public:- 1

**1. APOLOGIES FOR ABSENCE:-**

Cllr C. Baker, Cllr B. Emmerson, Mrs. S. Pollaine-Leonard, Miss S. Mummery.

**2. DECLARATIONS OF INTEREST:-**

There were no declarations of interest received.

**3. MINUTES:-**

The minutes of the meeting held on 4<sup>th</sup> October 2005 were agreed by the committee and signed as a true record by the Chairman.

**4. PRESENTATION FROM THE DEPUTY TOWN CLERK:-**

The Deputy Town Clerk gave a presentation to the committee that she planned to give to the full Council the following evening. The main objective was to obtain a letter of support from the Town Council for the Recreation Ground Project as detailed in the Draft Business Plan and confirmation that the Town Council will take on the maintenance of the proposed facilities beyond the three year funding period. (See appendix 1)

The Deputy Town Clerk also clarified the following:-

- What was required of the Town Council and why their support is essential to the success of the project.
- Why it was so important to retain the community ownership of this project.
- The three year revenue funding within the project.
- A brief history of Local Strategic Partnership's

The committee were very constructive in their deliberations over the content of the Deputy Town Clerk's presentation, making minor suggestions for improvements. But in general they believed that this was a good culmination of 18 months of hard work. The project could not go ahead without the support of the Town Council. It was suggested that this was not just an officer recommendation it has the Recreation Ground Committee behind the project which was borne out of four public consultation events.

**It was unanimously agreed to support the Deputy Town Clerk in her presentation to the Town Council at their meeting on 9<sup>th</sup> November 2005.**

**5. DRAFT BUSINESS PLAN:-**

The draft business plan had been circulated to committee members and all other Town Councillors prior to the meeting. There followed a lengthy debate where various issues were discussed in detail:-

- There were minor corrections to make, as identified by the Deputy Town Clerk following the draft document being sent out.
- There were minor alternative terminology and presentation suggestions made to improve the perception in one or two areas of the document.
- There was clarification given on the financial elements of the business plan in preparation for possible questions that could arise from the Town Council the following evening.
- The Deputy Town Clerk gave explanations and answered questions from committee members on the business plan in general.

In general the comments were extremely favourable towards the layout, structure and content of the draft business plan. The committee unanimously wished to place on record their thanks to the Deputy Town Clerk for pulling it all together.

It was proposed by Mr. A. Panes, seconded by Cllr A. Greaves to fully support the draft business plan as it stands (*subject to only minor corrections or amendments*) recommending its approval to the Town Council.

**It was unanimously agreed subject to minor corrections or amendments to fully support the draft business plan and recommend its approval to the Town Council.**

**6. INFORMATION RELATING TO DRAFT FUNDERS**

The Deputy Town Clerk reported on a recent meeting with a representative from WREN (Waste Recycling Environmental Ltd) they need their application form returned by 6<sup>th</sup> January for consideration by their panel. They only meet every three months. So this would be the first application form to fill in (10 pages). It might be possible to do a presentation of the project to their panel.

**7. ANY OTHER RELATED ISSUES FOR DISCUSSION ONLY.**

Two further letters of support for the project had been received, one from Swaffham Colts F.C. and another from the Crime Prevention Panel. It was suggested that another was on the way from the Norfolk Youth Service.

**8. TO AGREE A DATE FOR THE NEXT MEETING.**

The date of the next meeting would be Tuesday 29<sup>th</sup> November 2005 at 7pm.

Meeting closed at 7.25pm

\_\_\_\_\_ Chairman