

SWAFFHAM TOWN COUNCIL

Minutes of the Full Council meeting held on Wednesday 19th July 2006 at 6.45p.m. in the Council Chamber, Town Hall, Swaffham.

Present: Mayor Cllr S. Matthews

Councillors: - Mr D Butters, Mrs P Buxton, Mr D. Cannon, Mrs A. Greaves,
Mrs S Lister, Mr F. Sharpe, Mr J Stockdale, Mr L Wise.

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

Public: - 14

The Mayor Congratulated the Town Clerk for being one of the contestants for the Clerk of the Year Award which is run by the EDP. The winner will be announced at a ceremony at County Hall on Thursday 14th September

1013. APOLOGIES & REASONS FOR ABSENCE.

- 1013.1. Cllr Mann – apologises for arriving late
- 1013.2. Cllr Sherwood (family funeral).
- 1013.3. Cllr Baker (work commitments).
- 1013.4. Cllr Jennison (on holiday).
- 1013.3. P.C. Partridge

THE MEETING WAS ADJOURNED AT 6.49p.m.
THE MEETING WAS RECONVENED AT 6.56p.m.

1014. DECLARATIONS OF INTEREST – for items included on the Agenda.

David museum

1015. MAYOR'S REPORT.

1015.1. The Mayor reported that Mrs. Terry Jennison, newly elected Councillor, was unable to attend the meeting as she had a holiday arranged prior to her election to the Council. The Mayor welcomed Mr. Frank Sharpe who is a newly elected Town Councillor and District Councillor for Breckland.

1015.2. The Mayor reported on various events she has attended: -

16 th June	Dereham Town Council Civic Service with Cllr Lister.
21 st June	West Acre High House – NSPCC meeting of the Norfolk area AGM.
23 rd June	Thetford Town Council Civic Reception.
28 th June	Visit to Sandringham for the Duke of Edinburgh Award Ceremony.
30 th June – 3 rd July	Civic visit to Couhe Verac – Business meeting on the Saturday morning where the Mayors of each town discussed further links. The Mayor took a letter from a disabled person in Swaffham about the links of each town.

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1015.3. A request has been received from the youth worker Sally Palmer to use the Recreation Ground for Outdoor Games & Youth Activities on Tuesday 22nd August 11am – 3pm.

It was unanimously agreed to allow the Recreation Ground to be used on the 22nd August for outdoor games and youth activities.

1015.4. A request has been received for a charity stall for the Air Training Corps at Swaffham Market on 9th September.

It was unanimously agreed to allow the Air Training Corps to have a stall on the market on the 9th September.

1015.5. A request has been received from the Rotary Club to use Campingland for BBQ/Teas/Stalls in support of a firework display situated on the Antinghams as last year. There is also a request for a Section 137 grant which will be deferred to the Finance Committee as it is not on the agenda

It was agreed to allow the Rotary to use the Campingland for bbq, teas and stalls but a temporary events notice application must be sent to Breckland District Council with a copy to the Town Council.

1015.6. Cllr Cannon reported that there is a no entry sign on the Pedlar Car Park which is confusing. The Clerk reported that Breckland District Council who owns the car park has been made aware of it but he will contact them to find out more information.

1016. MINUTES

1016.1. The minutes of the Full Town Council Meeting of Wednesday 14th June, amendments, Page 512 item 1004.2. pints should be points, Page 513 1005.4 1st paragraph, 1st line should read 'that they donate a Notice' and 2nd paragraph, 1st sentence should read 'would have to look'. Following these amendments the minutes were signed as a true record by the Chairman.

1017. TOWN CLERK REPORT:-

1017.1. The Norfolk Planning Conference held in the Assembly Rooms on 15th June was well attended with over 100 people present from all over Norfolk. The emphasis was on sustainable planning for the future with encouragement for Parish & Town Council to get involved in initiating affordable housing developments in their area. It was hoped for a little more information on the Local Development Framework itself but the conference was worth attending. In addition to the Clerk and Deputy Clerk as officers, the Mayor, Deputy Mayor, plus Cllrs Butters and Cllr Baker also attended.

1017.2. The Deputy Mayor Anne Greaves and the Clerk met with Andy Wright Commercial & Community Services Operations Manager on the 5th July. This meeting was as a result of a meeting between the Senior Management Team of Breckland Council and the five Town Clerks at the end of February. This meeting was the first of regular by-monthly meetings which can involve the Mayor and Deputy Mayor, the Town Clerk and Deputy Town Clerk. This is a useful single point of contact in order to have a general discussion about past, present and future issues being dealt with by the two authorities. The issues discussed on this occasion varied from the future of the TIC, Public Toilets, and Car Parking, Partnership structure, Travellers, Local Area agreements and the forthcoming Local Government White Paper which has been delayed until

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September due to Ruth Kelly taking over from David Milliband in the latest government re-shuffle.

1017.3. The Mayor, the Deputy Mayor and the Clerk attended the Street Scene Conference at Dereham on the 6th July. Cabinet member Ann Steward was in the chair. The conference was extremely informative and a number of different speakers outlined some changes in legislation, with the additional powers available to Town & Parish Councils. This will allow them to issue on the spot fines for fly tipping, dog fouling and other minor offences. There was a composting scheme at Narborough that was given as a good way of having a doorstep collection of garden waste to recycle it as compost. A Community Ranger scheme was introduced to try and encourage volunteers to make a difference when it comes to collecting up litter in our towns and villages. A new enforcement officer also outlined his brief and indicated ways in which waste hotspots would be targeted to make improvements throughout the district.

1017.4. The Clerk and Deputy Clerk attended the annual Summer Seminar at the University of Gloucestershire in Cheltenham on the 12th and 13th July. It was a very structured programme which took you through the rethinking of the future of rural and local service delivery; Local Councils and regeneration; Inter-communal co-operation in France; Neighbourhood governance; training and capacity building; developing the role of County Associations; Clustering; the problems with local councils a view from the voluntary sector; Inside neighbourhood governance, how might it work? There were a number of workshops and quality debates.

1017.5. To receive Councillors attendance record. Councillors were each given a copy of the Councillors attendance record. This is something that was started because of the Quality Council status application. It was discussed whether this is something that could be made available on the Town Council web site.

It was agreed to place on the Town Council website and regularly update the Councillors attendance record of all meetings.

1017.6. The Clerk reported that there are vacancies on the following committees and community groups.

Committee or Community Group	Number of Spaces
Finance & General Purposes	1 Committee member
<i>***Finance & General Purposes</i>	Lead Member
Planning/Development Control	1 Committee member
Open Spaces & Amenities	4 Committee members
<i>***Open Spaces &</i>	Lead Member
Recreation Ground	2 Committee member
<i>***Recreation Ground</i>	Lead Member
Swaffham St. Raphael Club	1 Committee member
Garden Science Trust	1 Committee member
Iceni Partnership	1 Committee member
Horticultural Society	1 Committee member
Swaffham Museum Ltd 4 years from May 2004	1 Committee member

Cllr Lister declared she would be willing to be the lead member on the Open Space and Amenities committee. Cllr Cannon declared he would be willing to be the Councils representative on the Garden Science Trust.

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1017.7. Councillors were given a copy of the leaflet that is being sent to households in the locality of Northwell Pool. This is to advertise the Northwell Pool Consultation Day 25th July 2006. It is planned that the consultation would be a drop in format rather than as a formal meeting. A meeting will be organised at a later date that will involve Anglian Water, Norfolk County Council and other relevant agencies. It is hoped the outcome would be ideas for improvement of the Northwell Pool area, these can be formulated into a report, then an action plan and eventually a project. The Council have a budget for this project, but it depends on what the requirements are and if they are affordable or if the Council go for grant funding.

1017.8. The Clerk and Deputy Clerk had a meeting with youth worker Sally Palmer regarding setting up the Youth Council. It is planned that formal elections are at the same time as the Town Council elections in May 2007. In the interim period the clerk and Deputy will attend two School Council meetings, once permission has been sought with Hamonds School. It is also planned that a static display will be set up looking for potential Youth Councillors and to man the display on two lunchtimes that week. A workshop on 28th September will be set up which will establish a Youth Steering Group. This group will be involved with some of the things that a Youth Council might like to get involved with such as the Recreation Ground Project. The main purpose of this group would be to agree its own constitution, to set up election procedures and establish connections with other schools or groups of young people. The Deputy Clerk will be the lead officer for the Youth Council although the Clerk will be involved in helping to set things up and will support, assist.

1017.9. The Council for the past two weeks has had a work experience student working with in the office – Kyle Clarke. Some of the Councillors have met him and remarked how well he had fitted into the routine administration of the office by taking to the reception work in particular. His enthusiasm was infectious and at 15 years old he possesses excellent communication skills. We wish him well in his future career.

1017.10. The Clerk announced that the Deputy Clerk has passed her Diploma in Higher Education for the University of Gloucestershire Local Policy Course. This comes at the end of four years of hard work on a distance learning course. The training has proved extremely worthwhile for Swaffham Town Council. The Council and Clerk congratulated the Deputy Clerk on her achievement.

1017.11 The Clerk gave thanks to the Council for putting his name forward for the Norfolk Clerk of the Year. He stated that he is very grateful and as announced in the EDP last Thursday he was in the final three. Even though his name went forward he stated that this is all about teamwork. He stated that he couldn't do what he does as Clerk, without the work councillors do as a Council, without the leadership of the Mayor, without all the staff. It is a privilege to be Town Clerk here in Swaffham. He explained that it has been a bit of a rollercoaster ride this past five and a half years, but he loves the Town, his job and the people he works with.

1018. PLANNING/DEVELOPMENT CONTROL:

1018.1. Notification of Decisions/Information from Breckland Council:-

3AG/2006/0485/F Planning permission granted for proposed extension and alterations. Swaffham Conservative Club.	3PL/2006/0583/F Planning permission granted for an extension of existing residential cottage. 8 Northwell Pool Road.
3PL/2006/0658/A Consent granted to display advertisements for externally illuminated fascia, canopy and free standing signs. Swaffham Car & Service Centre, Castle Acre Road.	P/Y/3/2006/3009 Planning permission granted for the construction of new two storey entrance building, new first floor extension, new classroom infill building, new hall and kitchen extension and reconfiguration of car and coach parking.
3PL/2006/0484/LB Listed building consent for proposed extension and alterations. Swaffham Conservative Club, 23 London Street.	

1018.2. Planning applications:-

3PL/2006/0951LB Reinstatement of plinth brickwork to front elevation. Mr. T. Gregory, The Hollies, London Street. NO OBJECTION	SP/Y/3/2006/0251/O amendment for proposed building plot for single dwelling. Mr. & Mrs. R. Young, 8 Oaks Drive. NO OBJECTION
SP/Y/3/2006/3015 To site 6 2-bay mobile classrooms; 3 3-bay mobile classrooms; 1 5-bay double mobile classrooms, 1 7-bay 4 class base mobile unit, 1 office unit & 2 toilet units for duration of building works. Norfolk County Council NO OBJECTION	3PL/2006/0930/F Proposed conservatory. Mr. & Mrs. Sparks, 34 Theatre Street. NO OBJECTION
3PL/2006/0933/F Proposed two storey extension. Mr. G. Fraser & Mrs. A. Johns. 65 Heathlands. NO OBJECTION	3PL/2006/0978/F Erection of garage. 20 Providence Terrace. H.A. Bealing. NO OBJECTION
3PL/2006/0992/F Erection of conservatory. Mrs. Jasper, 77 The Oaklands. NO OBJECTION	3PL/2006/1035/F Conservatory. Mr & Mrs Hewitt, 20 Greenhoe Place. NO OBJECTION
3PL/2006/1047/F Proposed extensions. Pear Tree Cottage, 16 Tumbler Hill. Mr. G. Pettit	3PL/2006/0894/F Conservatory. Convent of the Sacred Heart, Mangate Street NO OBJECTION
3PL/2006/0902/F Erection of two dwellings and detached garages. Adjacent to the Meadows, New Sporle Road. Messrs T.W. Suiter & Sons NO OBJECTION	3PL/2006/1047/F – Proposed extension. Pear Tree Cottage, 16 Tumbler Hill. Mr G. Pettit. NO OBJECTION – but would like to draw attention to the use of materials that are not in keeping with the existing building.

1018.3. To receive the following items for information only:-

Circular from Go East re-proposed revisions of the Regional Spatial Strategy for the East of England.	Tree Preservation Orders: Land adjacent to 61 Coronation Grove,
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1018. FINANCE:

1018.1. Accounts for Payments for July 2006.

The list of Accounts for payment was circulated to Councillors. See Appendix 2.

It was unanimously agreed to accept the accounts as listed

1018.2. Councillors were given a copy of the ROSPA Play Area Safety Inspection Report. The play equipment at the Recreation Ground is holding together with either low or medium risk issues identified, similarly with the skate board park either low or medium risk. The Clerk recommended that the Council take steps to reduce all the medium risk items and where the budget allows to further eliminate as many low risk items as possible.

It was agreed for the costings of the work required to go to a future finance meeting. It was also agreed to bring the inspection forward so the work could be done before the holiday season.

1018.3. A letter has been received and circulated to Councillors from Smiths of Derby relating to the Church Clock and other options. It was reported that the clock may be affecting the stability of the stone mullion section to the belfry as there is a wide open crack. The Clerk has requested an urgent inspection by Smiths of Derby who will remove the clock to the ground level; this will also allow the clock to be overhauled before reinstating it. It needs to be established whether different brackets would be required to eliminate this effect in the future; advice needs to be sought from a structural engineer.

It was agreed to give the Clerk delegated authority for an additional expense of a £1000 from reserves if required to allow this work to proceed.

1018.4. The second issue relating to the clock is the cost of refurbishment. Both the companies consulted have recommended the clock be repaired as the clock should last another 50 years or so. They have both indicated that achieving a faculty for modernising the mechanism might prove to be difficult from the Diocese.

It was agreed to defer this issue to the finance committee if sufficient detail is available or until the September meeting.

1019. JUBILEE HERITAGE PLAN.

1019.1. The Town Council has agreed in principle to set up a Town Group as part of its Committee structure. The Clerk will be re-examining the committee structure to see if there is duplication. Much of what the Open Spaces Committee does could be absorbed either by the Town Group or the Finance Committee but a recommendation will be made either in September or October. It is important in this interim period that if there is to be a new structure in place by the end of the year, that three councillors are involved in the steering process to ensure a smooth transition. It could also be that the Town Group could meet in a steering capacity before the end of the year. A discussion took place on appointing six councillors to the Town Group (and three of them as Icen Directors) + replacement on Joint Management Group. Cllr Lister proposed Cllr Greaves, Cllr Greaves nominated Cllr Lister and Cllr Stockdale and Cllr Lister nominated Cllr Sharpe, Cllr Sherwood and Cllr Matthews.

It was agreed to appoint Cllrs Greaves, Lister, Matthews, Sharpe, Sherwood and Matthews on the Town Group.

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1019.2. The new Town Hall gates are now in place together with the name plate above the gates on the Cley Road entrance. Timescales have not been received from the architect when the various maintenance items will be finished by Veltshaws.

1019.3. Work is progressing well, the contractors are still targeting a September finish. There have been problems to overcome, the last being crumbling bricks overlooking the White Hart yard at the side of the building. A number of areas have needed to be re-built instead of just pointing up. This is an area that the Council may have to re-visit within the next 10 years. The building is being brought up to a higher standard but to put it in really good order would take a substantial re-build and several thousand pounds more than we have in the current budget.

1020. GENERAL CORRESPONDENCE:

1020.1. A letter and reply from Wendy Kirkland with reference to the Farmers Market postponements have been received and circulated to Councillors.

1020.2. A letter and reply from Mr Paul Lewis relating to parking in Pit Lane each Saturday have been received and circulated to Councillors.

1020.3. A letter and reply from Mrs Grace Ellis relating to a theft of a purse and comments on the Town Clock have been received and circulated to Councillors.

1020.4. A thank you letter has been received from the Secretary to the Trustees of Myers Playing Field for the grant the Town Council gave has been circulated to Councillors.

1020.5. A thank you letter has been received and circulated to Councillors from the Golden Twirlettes.

1020.6. An extract from the Strategy for Gypsies and Travellers in Norfolk 2005 -2008 which is produced by South Norfolk District Council was circulated to Councillors. This issue will be put on the September agenda for discussion.

1020.7. A thank you letter has been received and circulated to Councillors from Honorary Citizen Mrs Toni Groom with regards to the recent Twinning Visit to Couhe Verac.

1020.8. A letter has been received and circulated to Councillors from Parallel Film & Televisions Ltd requesting permission to use part of Campinglands for filming. It was reported that the Town Hall has received one or two complaints regarding problems with car parking in the town centre from members or the public and traders regarding the amount of space taken up by their vehicles. This following close on the heels of all the town centre regeneration work has not been the best of timing. This request is to use part of Campingland for filming. There followed a brief discussion.

It was agreed to allow Parallel Film & Televisions Ltd to use the Campinglands for filming at no charge.

1020.9. A request has been received and circulated to Councillors for two Town Councillors to be appointed to a Board of Directors/Trustees of the Swimming Pool (Company Limited by Guarantee & Registered Charity). There followed a brief discussion.

It was agreed with 1 abstention to appoint Cllr Sherwood and Cllr Sharpe onto the Board of Directors/Trustees of the Swimming Pool (Company Limited by Guarantee & Registered Charity).

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1020.10. A request has been received and circulated to Councillors from Mr. R.G. Cook for a flat tablet in the Cemetery Section D. It was reported that the Council are being asked to re-consider the decision that they made at the last meeting. This was been placed on the agenda as there is additional information to be considered. There are already some flat tablets in this section, these were given permission some 7 or 8 years ago and there is no record of the requests being referred to the Council at that time. Cllr Butters proposed and Cllr Mann seconded to suspend standing orders to discuss this item.

It was unanimously agreed to suspend standing orders to discuss this item of business.

There followed a lengthy discussion as there are two issues relating to this. By giving this matter further consideration the Council had to consider whether they stuck with the current policy of the Council in view of past errors in permission being granted previously or is an exception made? It was also suggested that a working party is put together to look at the rules of the cemetery and bring their findings back to a future meeting. Cllr Cannon proposed and Cllr Buxton seconded to give permission for a flat tablet is placed in a burial section of the cemetery and for a working party to look at the rules of the cemetery.

It was unanimously agreed to give permission to Mr R.G. Cook to place a flat tablet stone in the burial section of the cemetery. A working party to be put together to discuss the rules of the cemetery and to bring back any recommendations to a Full Council meeting.

Standing Orders were resumed from this point on.

1020.11. A letter and reply to Paul Ison regarding various eyesores in the town have been circulated to Councillors at the last meeting.

1020.9. A letter from and reply to Mr. W.M.G. Bompas re-parking in Pedlars Car Park have been received and circulated to Councillors. The Mayor reported that this matter has been passed on to the Police.

1021. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

1021.1. Health Forum report by Cllr Buxton

Meridian East has just signed a lease with Breckland Council to run the Merle Boddy Centre and took over from the Swaffham Enterprise Group from the end of June. The Swaffham & District Mental Health Association and the other present users will continue their activities in the centre. Cllr Buxton has a copy of the minutes of the Health Forum if anyone would like to see them.

1021.2. Homestart report by Cllr Buxton

The scheme has seen an increase in the number of families it is able to support. There are now 28 volunteers and another prep course is planned for the autumn, but new volunteers are always needed. The scheme has been involved with the new Children's Centres and is also expanding even further in the area that it covers. The main speaker was David Leonard Jones who is the Area Director of Children's Services, Western Region. He spoke of the change from making decisions and being the service providers to looking at the needs of each child and working from that, hopefully getting away from crisis situations and anticipating actions. The aims are early intervention which can lead

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to less later on, the “joining up” of professional services so that there is better liaison and less overlapping, and, most importantly, the child being at the centre.

1021.3. Lifelong Learning Group report by Cllr Buxton

The main item on the agenda was addressed by Sally Hadwen, Breckland Learning Co-ordinator. She spoke about the plans for a European event celebrating Breckland in Europe. The event will run from September 16th – September 30th and involve all five market towns. It is hoped that activities will include business involvement, music, language tasters, sport, items like the French Market, and all ideas and suggestions are welcome. There is some need to progress this as a page has been booked in the EDP in eight weeks’ time to publicise events.

1021.4. First School Governors meeting report by Cllr Lister

One of the items that were discussed was the possibility of a Children’s Centre which will hopefully come to fruition. Cllr Matthews reported that she attended a meeting that day where the school agreed to the proposal.

1021.5. Norfolk County Association of Parish and Town Councils report by Cllr Matthews The NCAPTC has appointed a training officer with the aid of government money. The officer will look at Quality Council Status and Councillor training.

1022. BRECKLAND COUNCIL.

1022.1. Confirmation has been received of the Premises Licence for the Recreation Ground, Haspalls Road and circulated to Councillors.

1022.2. A letter and information relating to the Code of Conduct have been received and circulated to Councillors.

1022.3. Notification of Breckland Cultural Strategy Consultation Events has been received and circulated to Councillors.

1022.4. Notification has been received and circulated to Councillors of Car Parking spaces being used in Pedlars Car Park for filming.

1022.5. Consideration was given to the appointing of the Community Emergency Co-ordinator for Swaffham by 4th August 2006. Cllr Stockdale proposed and Cllr Lister seconded to put forward Cllr Sherwood for this post.

It was unanimously agreed to appoint Cllr Sherwood as the Community Emergency Co-ordinator for Swaffham.

1022.6. An e-mail to and from Alastair Rusholme were received and circulated to Councillors regarding the Shambles. A copy of further correspondence from Cllr Ian Sherwood to Alastair Rusholme at Breckland was placed on the table. Cllr Sherwood suggested a way forward by agreeing to look at an Action Plan with a timetable between the two authorities. To achieve this a meeting needs to be set up between the Breckland Councillors, the Cabinet Member Ann Steward, Cllr Butters and the Town Clerk.

It was unanimously agreed to arrange a meeting with Breckland Councillors, the Cabinet Member Ann Steward, Cllr Butters and the Town Clerk to discuss an Action Plan regarding the Shambles.

1022.7. It was reported that Cllr Sherwood had cleaned the road sign for Sandringham Way himself following a complaint from a member of the public at the last Town Council meeting.

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1022.8. Cllr Sharpe reported that he had attended a training session on standards.

1022.9. Cllr Matthews reported that the 2nd instalment to Kick-start for transport for youngster to get to work has been received. The project is county wide and will continue for another 3 years.

1023. NORFOLK COUNTY COUNCIL.

1023.1. Reclassification of Roads used as Public Paths (RUPPS) No's 9, 46, 48 & 49 have been received and circulated to Councillors.

1023.2. A copy of a letter from David Mills, Countryside Access Development Officer to Equity Holders and Investments regarding planning application number 3PL/2006/0540/F has been received and circulated to Councillors.

1023.3. The Council were ask to consider the lighting responsibility for Development at Lynn Road by Bovis Homes. The three questions detailed on the letter for consideration were:

1. Do you want street lighting to be provided on the above development?
2. Do you wish to accept responsibility for the lighting?
3. Do you wish the County Council to accept responsibility for this lighting?

It was agreed to answer Yes to questions 1 and 3, to answer No to question 2. It was also agreed to request that lighting on the main road from the house be considered under the section 106 agreement.

1023.4. Information was received and circulated to Councillors regarding the temporary footway closure for 10days after 7th August C123/10 Sporle Road for footway scheme.

1023.5. The issue of a byway application made by Mr. M. Staines came up at the last meeting. It was requested to place this on this agenda for consideration as the application when first brought to the attention of the Town Council was for a public footpath, it has since been brought to our attention that the application is for a byway. Cllr Lister proposed and Cllr Cannon seconded for it to remain as a footpath. The Clerk was instructed to negotiate with the owners of the properties alongside the footpath for a legal agreement to allow vehicular access to the allotments.

It was unanimously agreed for it to remain as a footpath. The Clerk to negotiate with the owners of the properties alongside the footpath for a legal agreement to allow vehicular access to the allotments.

1023.6. The community fund for Norfolk is 30 or 40 million pounds which is placed in various trusts. By March 2008 there has to be 26 children's centres in the county. Swaffham has been chosen to get one.

1024. To notify of the DATES and changes of forthcoming meetings & receive any items to include on the AGENDAS OF THE FOLLOWING MEETINGS:-

1024.1. Wednesday 26th July 2006 at 7.00pm Finance & G.P. Committee

1024.2. Wednesday 6th September 2006 at 7.00pm Recreation Ground Committee

1024.2. Wednesday 13th September 2006 at 6.45pm Full Council

1025. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960 – following the exclusion of the public and press:

1025.1. The Clerk and Market Superintendent had met with Tyrone Roberts and a gentleman he recommended to take over the Auction Site from the 1st August. A draft licence had been shown to the gentleman in question. The Council gave consideration to the financial details of the Auction licence.

It was unanimously agreed to offer a licence to Mr Stephen Green for an initial period of 8 months taking it to the 31st March 2007. This will then be reviewed at the March meeting.

1025.2. Details of the alcohol licence for the Assembly Rooms was discussed. Cllr Lister proposed and Cllr Wise seconded to request a meeting with either Martin Hickey or Tony Dickens to discuss this issue further.

It was agreed to request a meeting with either Martin Hickey or Tony Dickens to discuss this issue further.

1025.3. Councillors were given copies of correspondence with details of the costings related to the Tourist Information Centre. A lengthy discussion took place.

It was agreed in principle to take on the TIC building with the toilets as an asset for the town but with no guarantee that the TIC will continue in 2007. Research to be carried out for the Council to look at all the options and make a decision prior to setting the Council's budget in December this year.

The meeting closed at 9.18p.m.

Chairman.....

APPENDIX 1

Correction of appendix 1 attached to minutes of the 14th June 2006.

Should read, Mrs Miles – Who is responsible for keeping the road signs clean particularly in Sandringham Way?

Mrs Samandon, 4 Oaks Close – To get to our property people have to go past garages which are like a slum area. There is no reason why those should be there now in 2006. They have spoken to the flagship company but they do not have enough money to refurbish them. They do not look after their own property, detrimental to our property in Oaks Close. We are trying to sell our property and people say they do not like the approach. We do not know what to do about it. I am begging someone to take up our cause and will look into it.

Cllr Matthews - We will look into it and try and find somebody to speak to you about it.

Cllr Butters – I have spoken to Peddars Way on another subject and they said there is a waiting list for garages.

Jo Greenwood from the Swaffham Volunteer Centre – I would like thank you for your support and thank you for putting our bits into the in touch with your town newsletter.

Mr Samandon – Can I request a light in between Watton Close and Oaks Close?

Town Clerk – This will be put to the Finance Committee.