



SWAFFHAM TOWN COUNCIL

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Office open Monday, Tuesday & Thursday 8.45am – 2pm, Friday 8.45am – 1pm (Closed Wednesday)

SWAFFHAM TOWN COUNCIL - NOTICE

Councillors are hereby summoned to a meeting of the Town Council to be held on **Wednesday 13th September 2006 at 6.45 p.m.** in the Council Chamber in the Town Hall, Swaffham

(entry via the Cley Road entrance opposite the Oasis Centre)

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

Richard Bishop

Town Clerk

[Summons issued on 7th September 2006]

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 of the items on the agenda. The Parish Councils (Model Code of Conduct) Order 2001, requires that declarations include the nature of the interest, and whether it is a personal or prejudicial interest. In the case of prejudicial interests the member must withdraw from the room while the matter is discussed, ie; if a member of the public, who knows all the relevant facts, would view your personal interest in the issue being discussed to be so great that it is likely to prejudice your judgement of the public interest, then you must leave the meeting, and cannot seek to influence any decisions made.

SWAFFHAM TOWN COUNCIL – AGENDA

for the meeting of the Full Council on Wednesday 13th September 2006 at 6.45pm in the Council Chamber, Town Hall, Swaffham

1. To receive APOLOGIES & REASONS FOR ABSENCE.

To adjourn the meeting to allow members of the public to address the Town Council in a PUBLIC OPEN FORUM (Maximum of 15 minutes)

2. To receive DECLARATIONS OF INTEREST – for items included on the Agenda.

3. MAYOR'S REPORT.

- 3.1. To receive a report on the Civic Events attended by the Mayor.
- 3.2. To receive urgent reports at the Mayor's discretion - prior notice must be given.
- 3.3. To receive and consider e-mail from Mrs. K. Gordon re-CCTV at London St/Whitecross Rd junction

4. To receive a POLICE REPORT – P.C. Partridge will be in attendance.

- 4.1. **To receive and consider e-mailed correspondence and photographs re-arson at Skate Park.

5. To receive and/or agree the MINUTES:

- 5.1** Wednesday 19th July 2006 – Full Council.

6. To receive a report from the TOWN CLERK:-

- 6.1. To update councillors on ongoing business to include the following:-
 - (a) To report on Northwell Pool Consultation Day held on 25th July.
 - (b) To report on progress with setting up the Youth Council.
 - (c) To report on the progress of Swimming Pool Land Purchase.
 - (d) To briefly consider vacancies on Committees and Sub-Committees and appointed representatives on community groups.
 - (e) To briefly report on other on-going business.

- 6.2. To receive questions on ongoing business for exchange of information only.

7. PLANNING/DEVELOPMENT CONTROL:

- 7.1. To receive notification of Decisions/Information from Breckland Council:-

3AG/2006/0845/F Planning permission granted for the erection of attached garage. 124 Southlands. Mr. & Mrs. M. Robinson.	3PL/2006/0876/F Planning permission granted for proposed conservatory. 1 Church Mews. Mr. P. Wheeler.
3PL/2006/0933/F Planning permission granted for proposed two storey extension. 65 Heathlands. Mr. G. Fraser and Mrs. A. Johns.	3PL/2006/0860/F Planning permission granted for the erection of a two storey rear extension. Lindley House, Shouldham Lane. Mr. & Mrs. A.G. Lindhofer.
3PL/2006/0930/F Planning permission for proposed conservatory. 34 Theatre Street. Mr. & Mrs. Sparks	3PL/2006/0992/F Planning permission for the erection of a conservatory. 77 The Oaklands. Mrs. Jasper.

3PL/2006/0978/F Planning permission for the erection of a garage. 20 Providence House. Hilary Bealing.	3PL/2006/0708/CU Planning permission for change of use of 6 redundant agricultural buildings to workshops (B1 use) (renewal). Land adjacent to Sands Agricultural Services Ltd A1122 Downham Market Road. Sands Agricultural Ltd.
P/Y/3/2006/3015 Planning permission granted to site 6 no.2 bay mobile classrooms, 3 no 3 bay mobile classrooms; 1 no 7 bay classbase mobile unit, 1 office unit and 2 toilet units for duration of building works. Hamond's High School, Brandon Road. Norfolk County Council.	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/2006/0951/LB Listed building consent for the reinstatement of plinth brickwork to front elevation. The Hollies, London Street. Mr. T. Gregorie.	3PL/2006/0575/F Planning permission granted for alterations/additions to form kitchen/bedroom – Mr Ian Wills, 1 Oaks Drive.
3PL/2006/1035/F Planning permission granted for conservatory – Mr & Mrs Hewitt, 20 Greenhoe Place.	3PL/2006/0251/O Planning permission granted for proposed building plot for single dwelling – Mr & Mrs R Young, 8 Oaks Drive
3PL/2006/0755/F Planning permission granted for demolition of flat roof building & construction of 3 – 3 bed houses – Mr M Green, Old Plowright Premises, Whitsands Road.	3PL/2006/0894/F Planning permission granted for conservatory – Convent of the Sacred Heart, Mangate Street.
SP/Y/3/2006/3006 Planning permission granted for the construction of new single storey 6 th form block within whole school site of Hamond's High School, Brandon Rd.	3PL/2006/1120/F Planning permission granted for a single storey extension to existing dwelling to accommodate a ground floor WC. 9 Courtfields. Mr. G. Patrick
3PL/2006/1047/F Planning permission granted for proposed extensions to Pear Tree Cottage, 16 Tumbler Hill. Mr. G. Pettitt	

7.2. To receive and consider the following planning applications:-

3PL/2006/1186/O Demolish bungalow & erect 5 single storey dwellings and garages. 45 Watton Road. Oakwood Property Service.	SP/Y/3/2006/3020 Replacement front entrance doors, side entrance ramp, external lighting, disabled parking bay and associated works. Swaffham Library, The Pightle. Norfolk County Council
SP/Y/3/2006/1172/F Erection of conservatory. 5 Oaks Drive. Mr. & Mrs. T. Jarvis.	3PL/2006/1131/F New above ground diesel fuel storage tank. Swaffham Grange Service Station. A47 Bypass. C.H. Jones

7.3. To receive & comment on any late applications received at the Mayor's discretion.

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

**Enforcement Action – re- Watton Road: 1 Gordon Terrace: Raising of Roof Level (Retrospective) and Proposed New Window.	Tree Preservation Orders: No.38 Land adjacent to Eco-Tech Centre, Turbine Way No.39 Oaks Drive/Watton Road No.11 Land adjacent to Eco-Tech Centre, Turbine Way
Delegation Agreement for planning applications – comes into force 1 st September 2006.	

7.5. The following applications will be heard will be heard by the Development Control Committee on 4th September 2006.

7.5 (a) 3PL/2006/1079/O – 8 Wolferton Drive – Erection of dwelling.

7.5.(b) 3PL/2006/0540/F – Land at rear of Swaffham, Conservative Club – Erection of 6 2 storey houses & 16 flats in a 2 storey building.

8. FINANCE:

8.1 To approve Accounts for Payments for August/September 2006.

8.2** To receive and consider details of University of Cambridge Training Course – Certificate in Working with Voluntary Organisations.

8.3**To receive and consider application for reduction in market site rent.

8.4*To consider issues re- Myers Playing Field.

8.5 To consider a report by the Town Clerk on the Church Clock.

8.6 To receive Final Accounts for the year to 31st March 2006.

9. To receive progress report on the JUBILEE HERITAGE PLAN.

9.1 To receive brief report on the Town Hall.

9.2 To receive progress report on Swaffham Museum Ltd.

10. To receive GENERAL CORRESPONDENCE:

10.1** To receive the following correspondence for information only.

(a) **To receive complimentary letter and reply re-Northwell Pool Consultation – Andy & Elaine Mash.

(b) **To receive letter of thanks re-framed photograph/ Red Cross presentation from Charles & Ann Gunner.

(c) **To receive letter & reply to R. Ross re-domestic issues that have been referred to another authority.

(d)**To receive Norfolk Community Council Annual Review 2005/06.

(e)**To receive circular letter & reply re-supporting Vitalise.

(f)**To receive a letter of thanks from Swaffham Crime Prevention Panel.

(g)**To receive a letter & reply to Mrs S.A. Bowhay re footpath between 33 Sandringham Way and 11 Kestrel Close.

(h)**To receive information relating to School Governor's at Hamond's School.

(i) To receive any late correspondence for information only.

10.2**To receive and consider e-mail & reply, complaint re-access to Town Hall from Ms Judy Walder.

10.3**To receive and consider letter & reply, re-Northwell Pool consultation and the lift in the Town Hall – Lorraine Kennedy.

10.4**To receive and consider correspondence with Mrs. Priscilla Abbott (USA) re-bus shelters, seats and the town centre facilities for the elderly population.

10.5**To consider letter and reply, Swaffham & District Swimming Pool Association re- a meeting.

10.6**To receive and consider letter & reply, re- Northwell Pool consultation and access to the Town Hall – Mrs. P. E. Stone

10.7**To receive and consider correspondence with Mrs. S.A. Bowhay regarding disabled bays in the town centre and disabled parking outside Plowright Place.

10.8**To receive circular letter and 'Litter & the Law' leaflet from Encams, also notification of receiving a guide 'Local Environment Quality – a town & parish council guide', giving consideration to the implementation of the Clean Neighbourhoods & Environment Act 2005.

10.9**To receive and consider Nomination of officers NCAPTC, Breckland Vacancy and resolutions for the AGM of NCAPTC on Saturday 4th November 2006.

10.10**To receive and consider Norfolk Community Council circular re-imminent threat to your rural post office.

10.11**To receive and consider correspondence with Mrs Mary Cross regarding issues relating to the town centre, parking of market traders vehicles, parking in bus stops, film crew etc.

10.12**To receive and consider correspondence re- Garage at 27 Oaklands – Mrs. P. Smith.

11. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

11.1. To receive Community Group, Club, Charity, Society or Agency reports including.

12. BRECKLAND COUNCIL.

12.1 To receive the following Breckland Council correspondence for information only:-

(a) To record receipt of Breckland Council's Best Value Performance Plan 2006/07.

(b)** To receive circular recording receipt of Breckland Council's Local Development Framework – adopted Statement of Community Involvement.

(c)** To receive correspondence with Mr. R. Fisher TPO officer re-trees bordering the Cemetery.

(d)**To receive information re Open Space Audit.

(e) To receive any late Breckland correspondence for information only.

12.2**To consider re-siting of Lynn Street sign re-e-mail from Trevor Hawkins.

- 12.3**To receive invitation for a Town Council representative to participate in Tour of Award-Winning Regeneration Project – 26th September 2006.
- 12.4**To receive details of Breckland Council's Standards Committee and give consideration to a vacancy to be filled. Applications by 6th October, interviews by 24th October 2006.
- 12.5**To receive and consider Street Naming and Numbering for new housing development off Lynn Road.
- 12.6**To receive information re Gambling Act 2005 consultation. Last date for comments are required by 14th November 2006.
- 12.7 To receive Breckland Councillor reports.

13. NORFOLK COUNTY COUNCIL.

- 13.1**To receive the following County Council correspondence for information only:-
 (a)** To record receipt of circular letter and questionnaires re- Mangate Street footway.
 (b) To receive any late County Council correspondence for information only.

- 13.2*To receive and consider executive summary an 27 Action Plan Targets of the Strategy for Gypsies & Travellers.
- 13.3**To receive & consider letter to Mr. John Hunter re-Cley Road additional one way signs.
- 13.4**To receive and consider changes to the Adult Education Service.
- 13.5**To receive correspondence from Mel Manning re Pedestrian crossing on Watton Road.
- 13.6 To receive County Councillor report.

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

- 14.1. Wednesday 20th September 2006 at 7pm Open Spaces & Amenities Committee.
- 14.2. Monday 25th September 2006 at 2.30 p.m. Personnel Committee.
- 14.3. Wednesday 5th October 2006 at 7.00pm Finance & G. P. Committee (*in the Council Chamber*).
- 14.4. Wednesday 11th October 2006 at 6.45pm Full Council (*in the Council Chamber*).

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

- 15.1. To receive and consider report from the Town Clerk to include the following:-
 (a) To receive information re pension claim dispute.
 (b) To receive correspondence relating to Town Hall Access Mrs. D. Dickens.

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

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