

SWAFFHAM TOWN COUNCIL

You are hereby summoned to a meeting of the Open Spaces & Amenities Committee to be held on **Wednesday 3rd February 2010 at 6.45pm** 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 + Mr. Howard Marshall (SCALGA).

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[Summons issued 28th January 2010]

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 4th November 2009.
- 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
 - d. Northwell Pool
 - e. The Shambles
 - f. Swaffham in Bloom 2010.
- 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.
- 6. COMMITTEE REPORTS** – to receive brief strategic update from the following:-
 - a. Market Committee
 - b. Recreation Ground Project Sub-Committee
 - c. Town Partnership Committee – Advance Swaffham (including progress on Rotary Club project)
 - d. Finance & General Purposes Committee – strategic budget considerations.
- 7. To receive and consider draft report on Town Council Committee Structure.**
- 8. To agree date of next meeting** – Wednesday 7th April 2010.