

## **SWAFFHAM TOWN COUNCIL**

You are hereby summoned to a meeting of the Open Spaces & Amenities Committee to be held on Wednesday 7<sup>th</sup> April 2010 at **7.30pm** at the Town Hall, Swaffham.

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

Michelle Meyrick  
**Deputy Town Clerk**

### **COMMITTEE CONSISTS OF THE FOLLOWING:-**

Mrs S. Matthews, Mr. D. Harman, Mr. D. Butters, Mrs. T. Jennison, Mrs. S. Lister, Mr. F. Sharp, Mrs. J. Skinner & Mr. Howard Marshall (SCALGA).

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## **AGENDA**

1. To receive Apologies & Reasons for Absence.
2. To receive Declarations of Interest – for items on the Agenda.
3. To receive and agree MINUTES for Wednesday 3<sup>rd</sup> February 2010.
4. To receive report re: OPEN SPACES  
Allotments
  - 4.1. To receive recommendation for the Allotment rules & regulations to be updated.
  - 4.2. To receive a report re: 3 month inspection on all allotments.
  - 4.3. To receive recommendation for a Trap Policy for allotment holders.
  - 4.4. To receive a request from Mr Bacon for a poly tunnel on the allotment and to discuss a policy.
  - 4.5. To report on any on-going issues in relation to the allotments.  
Cemetery/Churchyard
  - 4.6. To receive report re: Cemetery Incident.
  - 4.7. To receive confirmation of meeting arranged with Rev J. Smith.
  - 4.8. To receive quote for dog sign in Churchyard.  
Northwell Pool
  - 4.9. To receive report re: replacement of broken bench.  
The Shambles
  - 4.10. To receive a report re: Litter in the Shambles.  
Swaffham in Bloom.
  - 4.11. To receive confirmation of payment sent for the entry into Swaffham In Bloom.
5. To receive report on CIVIC Amenities
  - 5.1. To receive report re: Honorary Citizen photographs & badges.
  - 5.2. To receive report on the Mayor's Reception.
  - 5.3. To receive report on the Pedlars Sign
  - 5.4. To discuss a policy for the care of the War Memorial .
  - 5.5. To receive report from Cllr Darby re: War Memorial.
6. To receive Committee Reports.
  - 6.1. To receive update from the Market Committee.
  - 6.2. To receive update of the Recreation Ground Committee.
7. To discuss the draft report on Town Council Committee Structure.
8. To agree date of next meeting.