

SWAFFHAM TOWN COUNCIL

Minutes of the Open Spaces & Amenities Committee meeting of the Town Council held on Wednesday 3rd February 2010 at 7.55 p.m. in the Council Chamber, Town Hall, Swaffham.

Present: - Cllr David Harman (in the Chair)

Cllrs: - Mrs S. Lister, Mrs J Skinner, Mrs C Baker, Mrs S Matthews, Mr I Sherwood, Mrs T Jennison, Mr C Gunner.

Town Clerk: Mr R. Bishop
Assistant Clerk: Mrs R Noble

1. APOLOGIES AND REASONS FOR ABSENCE.

1.1. Cllr. Frank Sharpe – Unwell

2. DECLARATIONS OF INTEREST – for items on the Agenda.

2.1. Cllr. I Sherwood declared an interest – allotment and 4a

3. MINUTES.

3.1. The Minutes of Wednesday 4th November 2009 were agreed and signed as a true record by the Chairman.

4. OPEN SPACES – to receive and discuss progress reports by the Town Clerk

Allotments

4.1. A report was given following a complaint we received relating to chickens being kept on 97 Magazine Field. The complaint was justified following an inspection of the plot with the tenant, Mr Davies receiving notification that improvements must be made for the welfare of the chickens. Following a discussion relating to this issue Cllr. Sherwood proposed and Cllr. Lister seconded to add 'If livestock is found to be distressed in any way on the allotment the RSPCA will be notified immediately with the tenant being informed' to the Tenancy Terms and Conditions.

It was unanimously agreed to add 'If livestock is found to be distressed in any way on the allotment the RSPCA will be notified immediately with the tenant being informed' to the Tenancy Terms and Conditions.

It was agreed to place a general article in the next Newsletter stating 'if livestock is found to be distressed in any way on the allotment the RSPCA will be notified immediately with the tenant being informed'.

4.2. The Town Clerk reported Skips will be placed on the allotment sites at Shouldham Lane and Tumbler Hill over the Easter Weekend. It was also stated the first inspection of the allotments will take place leading up to Easter.

4.3. It was reported the 2 allotments will be cultivated shortly for the 4 Community Groups 'ESCAPE'. Mr Don Saunders leading this project has secured funding for a compostable toilet on the allotment.

4.4. Following an incident on the allotment where a cat was found caught in a trap on the allotments, a discussion took place relating to the use of 'traps' on the allotments Cllr. D Harman proposed and Cllr. I Sherwood seconded to make allotment holders aware with an advisory note informing allotment holders to only use legal traps, correctly set.

It was unanimously agreed to make allotment holders aware with an advisory note informing allotment holders to only use legal traps, correctly set.

4.5. A discussion also took place relating to rabbits and rats on the allotments.

It was agreed for the Town Clerk to ask Mr Bob Oxe to contact Cllr. I Sherwood to discuss the rabbits on Four Acres Field.

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Campingland

4.6. It was reported there has been a request from another potential seat donor for Campingland. We are currently experiencing problems with getting the cost of the seat, installation and the same contribution to meet the Council's policy of having a sufficient funds set aside for future maintenance. The limit of the contribution at present is £1,000.

Town Centre

4.7. It was reported the seats, signs and railings are scheduled to painted shortly before the flower planting takes place.

Churchyard

4.8. A discussion took place relating to cars driving on the grass, it was reported some bollards have been placed along the roadway but a faculty is required before any further work is carried out. The Town Clerk stated he had met with the Rev. John Smith and now has a contact to arrange a meeting with the Diocese. Cllrs. I Sherwood, S Matthews and D Harman would like to attend the meeting and suggested the 2 Church Wardens and their husbands are also invited to attend.

It was agreed for the Town Clerk to arrange a meeting with the Rev. John Smith, the Diocese, Cllrs. I Sherwood, S Matthews and D Harman and the 2 Church Wardens and their husbands.

It was agreed at the same meeting to raise the issue of the closed churchyard being used for burials.

4.9. It was reported although there is a notice at one end of the Churchyard stating dogs must be kept on a lead, there was no sign at the other end. Cllr. I Sherwood proposed and Cllr. C Baker seconded for the Town Clerk to obtain a cost for another sign.

It was unanimously agreed for the Town Clerk to obtain a cost for another sign to be placed at the other end of the churchyard stating dogs must be kept on a lead.

Northwell Pool

4.10. The Town Clerk reported no progress has been made on Northwell Pool since the last Open Spaces meeting.

The Shambles

4.11. It was reported preliminary work has been done on the location maps and the skeleton of a document has been formed. When registering the 'Shambles' as Town Council land this will have to be advertised in the Press under Public Notices.

Swaffham in Bloom 2010.

4.12. A leaflet from Charles Gunner which was circulates to all Councillors explains Swaffham in Bloom 2010. The Town Council has already agreed to fund the entry fee of £66. It was reported the chairman and chief judge of Swaffham in Bloom will be attending a meeting at the Community Centre on Friday 5th February for an initial briefing which anyone is welcome to attend.

4.13. A question was asked if the Friends of the Rec. would be able to enter the competition with their spring bulbs. Cllr. C Gunner stated they could be entered into Swaffham in Bloom.

5. CIVIC AMENITIES

5.1. Honorary Citizen – it was reported no progress has been made on the photographs & badges.

5.2. It was reported the Mayors Reception date has been changed from Friday 7th May to Friday 23rd April.

5.3. It was reported the Pedlar sign should be going to Wayland Prison shortly and the surround will need some repairs and to be painted.

6. COMMITTEE REPORTS – to receive brief strategic update from the following:-

6.1. Market Committee

The Market Committee met on Monday 1st February when discussions took place on the Indoor Market which has been held in the Assembly Rooms for the past 4 weeks. The Town Clerk had already had a meeting with Dennis Tallon, Icen Partnership, with regards to this and stated they only hold 6 of these each year. It appears that 10 were held during 2009. Swaffham Town Council Market Traders are leaving the market to go to the Indoor Market; the cost of a stall at the Indoor Market is £15 as apposed to our Casual rate on Saturdays being £24.

Following a discussion relating to the Indoor Market; Cllr. I Sherwood proposed and Cllr. S Lister seconded to take to Full Council with the exception of the Swaffham Town Council Saturday Market to ban any market under our Market Charter on a Saturday within our boundary with the exception of Craft Fairs.

It was unanimously agreed to take to Full Council with the exception of the Swaffham Town Council Saturday Market to ban any market under our Market Charter on a Saturday within our boundary with the exception of Craft Fairs.

A further discussion took place on other Markets within the boundary; it was suggested to issue a licence to traders such as the Friday Indoor Market and Poultry Market as a formality with no charge.

It was agreed to take to Full Council to issue a licence to traders such as the Friday Indoor Market and Poultry Market as a formality with no charge.

6.2. It was reported Successful Market traditions grant funding bid £10,500 has been secured.

6.3. Recreation Ground

It was reported the Rec. Committee meet later this evening. The Committee are just awaiting confirmation of the section 106 money from Breckland and their 'fitness for all' project will go ahead. It is hoped to appoint a contractor this evening.

6.4. Town Partnership Committee – Advance Swaffham (including progress on Rotary Club project)

The Rotary Club donation has been increased to £475.00 this should cover an interpretation panel 'you are here' type board in the town. The Town Clerk and Dennis Tallon have sorted out the locations. The next meeting of the Town Partnership is on 16th February.

6.5. Finance & General Purposes Committee

The next meeting of the Finance Committee is on 21st April.

7. Town Council Committee Structure.

7.1. A copy of the draft committee structure was circulated to all Committee Members for consideration.

8. Date of Next Meeting.

8.1. The date of the next meeting, Wednesday 7th April 2010.

The meeting closed at 7.54 p.m.

Chairman