



SWAFFHAM TOWN COUNCIL

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Council Office open Monday, Tuesday & Thursday 9am – 2pm, Friday 8am – 1pm (Closed Wednesday)

SWAFFHAM TOWN COUNCIL - NOTICE

Councillors are hereby summoned to a Meeting of the Town Council to be held on **Wednesday 14th December 2005 at 6.45 p.m. in the Council Chamber in the Town Hall, Swaffham**

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

The Mayor Cllr Jerome Stockdale invites Councillors and those attending the meeting to join him for a Pre-Christmas Drink in the Council Chamber of the Town Hall from 6.15 p.m.

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

Richard Bishop

Town Clerk

[Summons issued on 7th December 2005]

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 their full council meeting on Wednesday 14th December 2005 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. To receive and/or agree the MINUTES:

3.1. *To agree Wed. 9th November 2005 – Full Council.

4. To receive the MAYOR'S REPORT.

4.1. To receive a report on the Civic Events attended by the Mayor.

4.2. To receive urgent reports at the Mayor's discretion - prior notice must be given.

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

6. To receive and consider a presentation on 'The Value of Independent Local Museums' from Dr. Natasha Hutchinson.

7. To receive a report from THE TOWN CLERK:-

7.1. To update councillors on ongoing business to include the following:-

- (a) To receive report on Planning Committee meeting on 24th November 2005.
- (b) To receive report on SLCC Regional Training Day at Lynford Hall on 22nd November 2005
- (c) To receive report regarding negotiations for Swimming Pool Land.
- (d) To report on Garden Science Trust use of Tumbler Hill allotments.
- (e) To report on progress with Bollards agreement with Norfolk County Council & local arrangement for drainage of allotments.

7.2. To receive Councillors questions on ongoing business for exchange of information only.

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8. To receive JUSTICES LICENCE – applications.

9. PLANNING/DEVELOPMENT CONTROL:

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

3PL/2005/1325/F Planning permission granted for the Conversion of property to 2 dwellings (change of use ref: 3PL/2002/1126/CU) – 2a Ash Close. Mr. M. Ready	3PL/2005/1460/F Planning permission granted for 4 residential caravans for farm staff (renewal). Evergreen Farm, South Pickenham Road. M.J. & J.A. Easey.
3PL/2005/1434/CU Planning permission for the change of use from store to store and sales. 7 Cley Road. Mr. Malcolm & Mr. Ralph Cross.	3PL/2005/1436/F Planning permission granted for an extension to 30 Oaklands. N. Anderson Esq.
3PL/2005/1456/F Planning permission for the conversion of one garage to bedroom. 4 Merryweather Road. Mr. & Mrs. J. Gladd.	3PL/2005/1044/F Planning permission granted for the erection of detached bungalow with garage. Banham Poultry Ltd
3PL/2005/1512/LB Listed building consent for replacing entrance door, to provide disabled access. 1 Plowright Place. Mr. D. Hinks.	3PL/2005/1420/CU Planning permission granted for change of use to tattoo parlour. 95 Market Place. Victor Manuel Pinto Silva.

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

3PL/2005/1623/O Erection of two dwellings. Sandringham Way. Breckland Council (STC Planning Committee – no objections)	3PL/2005/1675/F Proposed conversion of existing barn to 2 no. holiday lets and garage. Pedlars Home Stables, Norwich Road. Miss Pam Brackley. (STC Planning Committee – no objections)
3PL/2005/1689/F Conservatory (glass roof), two dormer windows to rear and velux window to rear. 2 Church Mews. I. Houston.	3PL/2005/1700/F Extension. 51 Mill Farm Nurseries. Mr. & Mrs. Allen.
3PL/2005/1705/F Extension/Phase II (revision to previously approved scheme 3PL/2005/0113/F) The Paddocks, Cley Road. Dr. S. Kaushal.	3PL/2005/1738/F Proposed extension Phase III. The Paddocks, Cley Road. Sr. S. Kaushal
3PL/2005/1769/LB Replacement entrance doors. Manor Farm Medical Centre, Mangate Street. Dr. Skinner & Partners	3AG/2005/0013/AG Amendment to grain and general farm storage building. Little Thorns Farms Lynn Road. Rutterford Bros.

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9.3. To receive and comment on any late applications received at the Mayor's discretion.

9.4. To receive notification of various Tree Preservation Orders.

10. FINANCE:

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- 10.1. To consider the recommendation from the Finance Committee for the 2006/07 Precept.
- 10.2. To receive a report from the Town Clerk re- the visit from H.M. Customs & Excise (VAT) on 15th November 2005.
- 10.3.** To receive report from the Town Clerk regarding letter from Norfolk Property Consultants Ltd.
- 10.4. To receive and consider a brief report from the Town Clerk in respect of electricity supply to the Buttercross.
- 10.5.**To receive and consider letter regarding Transport Information Boards from WN & B Rural Transport Partnership.
- 10.6.**To receive and consider deduction of Market Rent from G.N. Hunt Tools.
- 10.7. To receive & consider a request for a street light - footpath linking Heathlands with Watton Rd – Mr&Mrs. Samaden.
- 10.8. To approve Accounts for Payments for December 2005.
- 10.9. To receive and consider recommendations from Open Spaces & Amenities Committee.
- 10.10.**To receive and consider amended date for Air Training Corps for fundraising stall.
- 10.11.**To receive and consider request from Swaffham Women's Institute to provide a bench.

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

- 11.1. To receive the following items for information only:-
 - (a) **To record receipt of minutes/reports from Icen Partnership.
 - (b) **To record receipt of minutes from Mott MacDonald re Town Centre Enhancement.
- 11.2. To receive a report re the ongoing Museum project.
- 11.3. To receive progress report from the Town Clerk on the outstanding works at the Town Hall extension.

12. To receive GENERAL CORRESPONDENCE:

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- 12.1** To receive the following correspondence for information only:-
 - (a) To receive e-mail & reply from Monika Rieger-Ridd re-Christmas Lights.
 - (b) To receive acknowledgement of contribution (via Wayland Prison) to East Anglia's Children Hospices.
 - (c) To receive any late correspondence for information only.
- 12.2 *(B/fwd from last meeting item 11.3) To receive and consider letters from Mr. Michael Staines regarding right of way to the lane by the Water Tower.
- 12.3.**To receive and consider letter from Mr. P. While regarding provision for buses in Swaffham.
- 12.4.**To receive and consider letter from Mrs. M. Thorp re-Festival of Remembrance Service.
- 12.5.**To receive and consider letter from Mrs. E. Woolley re-retrospective planning applications.

13. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

- 13.1. To receive Community Group, Club, Charity, Society or Agency reports.

14. BRECKLAND COUNCIL.

- 14.1.**To receive the following Breckland correspondence for information only:-
 - (a) Street Naming & Numbering Mill View Terrace, Lynn Road.
 - (b) Environmental and Street Scene Services – Serco.
 - (c) Letter from Monika Rieger-Ridd to William Nunn, Breckland Council Leader – re-£66m PFI agreement for Leisure
 - (d) To receive late correspondence for information only.
- 14.2. *(B/fwd from last meeting item 13.2) To receive & consider circular and information regarding an 'Open Spaces Audit' comments by 31st January 2005.
- 14.3. *(B/fwd from last meeting item 13.3) To receive & consider letter from Asset Manager Ray Johnson re-Public Toilets.
- 14.4. To receive Breckland Councillor reports.

15. NORFOLK COUNTY COUNCIL.

- 15.1.**To receive the following County Council correspondence for information only:-
 - (a) Notification of C118 Whitegate Road Sporle – Passing Bays – Mott Macdonald.
 - (b) Norfolk County Council (Swaffham Town Centre) (Traffic Regulation and Speed Limit) Orders
 - (c) To receive circular relating to consultation on County Council Budget 2006/07 – timetable & process.
 - (d) Notification of consultation on Draft Rights of Way Improvement Plan 2006 – 2016.
 - (e) To receive late Correspondence for information only.
- 15.2. *(B/fwd from last meeting item 14.4) To receive & consider Draft Statement of Community Involvement: Minerals & Waste Development Framework.
- 15.3.** To receive & consider correspondence from Mr. Paul Green re-bus shelter at TIC.
- 15.4. To receive County Councillor report.

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

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- 16.1. Wed 11th January 2006 at 7.00pm Full Council (in the Council Chamber)
- 16.2. Wednesday 18th January 2005 at 7.00pm (in the Assembly Rooms) to discuss the future of Icen Partnership 2007 – 2012.

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

- 17.1. To receive and consider contractual details regarding potential land purchase.

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

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