

SWAFFHAM TOWN COUNCIL

Minutes of the Full Council meeting held on Wednesday 13th February 2008 at 6.45p.m. in the Assembly Rooms, Swaffham.

Present: Mayor Cllr S. Matthews

Councillors: - Mrs C Baker, Mr D. Butters, Mr P. Darby, Mr C. Gunner,
Mr D. Harman, Mrs T. Jennison, Mrs S Lister,
Mr F. Sharpe, Mrs J. Skinner, Mr I. Sherwood,
Mrs P. Wade, Mr D. Wickerson.

Deputy Town Clerk: - Mrs M Meyrick

Assistant Town Clerk: - Mrs R Noble

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1277. APOLOGIES & REASONS FOR ABSENCE.

1277.1. There were no apologies for absence

1278. DECLARATIONS OF INTEREST – for items included on the Agenda.

1278.1. Cllr's. Gunner, Sherwood & Harman declared a personal interest on item 1283.2. as they are members of the Ex-Serviceman's Club.

1278.2. Cllr. P Darby declared a personal interest on items 1284.4. 1284.5. & 1284.6. as he is an allotment tenant.

1278.3. Cllr's. Gunner, Wickerson, Butters, Darby, Matthews and Baker declared a personal interest on item 1287.1. as they are Trustee's of the Museum.

1278.4. Cllr. Harman declared a personal interest on item 1282.3. as he is a member of the Royal Naval Association.

1278.5. Cllr. Sherwood declared a personal interest on item 1285.5. as he is chairman of the licensing committee at Breckland.

1278.6. Cllr. Jennison declared a personal interest on item 1285.2. as she lives close by.

1278.7. Cllr. Lister declared a personal interest on item 1283.2. as she is a governor at the infant school, Cllr. Matthews also declared a personal interest.

1279. MAYORS' REPORT

1279.1. The Mayor informed the Council she had not attended any Civic Events during the past month.

1279.2. The Mayor welcomed Mark Stokes and Joe Liggett of Breckland Council to the meeting in relation to the recent review of Breckland Council's PFI contract and the proposed needs analysis for Sports and Leisure in the town.

Joe Liggett informed the meeting that the review found Swaffham to be outside the 10 mile radius of Dereham. Because of this they are arranging an open meeting at the Assembly Rooms on 14th April seeking aspirations for Sport, Recreation and Leisure. Breckland will be responsible for advertising, liaising with Swaffham Town Council. Schools, other local Councils, clubs and organisations will be invited to attend the meeting.

THE MEETING WAS ADJOURNED AT 7.20 P.M.

THE MEETING RECONVENED AT 7.23 P.M.

1280. POLICE REPORT

1280.1. There was no Police presence.

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1280.2. Cllr. Wickerson reported he attended the last CAG meeting, these meetings take place every 10 weeks. 3 out of 10 issues are dealt with as priority from each meeting, this time focus is given to public disturbance at the White Hart, Theatre Street Social Club including a collection of workers hovering in Theatre Street waiting for works transport to pick them up and general youth disturbance in Sandringham Way.

1280.3. It was suggested the Town Clerk write to the officer in charge at Wymondham to request Police presence at future Town Council meetings.

The Clerk was instructed to write to the officer in charge at Wymondham to request Police presence at future Town Council meetings.

1281. MINUTES

1281.1. The Minutes of Wednesday 9th January 2008 were agreed and signed as a true record by the Chairman.

1282. REPORT FROM THE TOWN HALL

1282.1. It was reported The Town Clerk has applied pressure on both Landmatch and their agents Clutton's with regards to the Swimming Pool Land Purchase. Breckland Council are ready to exchange contracts on the access to include deed of easement which would in turn allow access to the proposed site for the swimming pool. In e-mail exchanges and telephone calls over the past 10 days a request has been made to hold a meeting between the parties concerned. A target of completion prior to the Annual Town Assembly in April is realistic.

1282.2. The Deputy Town Clerk reported the Council are moving forward with the project for the Bowls Club new Changing Rooms as agreed in the budget back in December. The Town Clerk and Deputy Town Clerk have held meetings recently to discuss the planning permission required and additional funding bid to be made to Breckland Council. The Town Council have submitted the planning application for the Bowls Club (similar to an application for the Cricket Club a few years back). Fees are 50%, so a net saving is achieved. Further reports will be given on this project as matters progress. It is hoped to have the new changing rooms in place prior to the new season which starts in mid-April.

1282.3. It was reported the Mayor and Town Clerk met on 24th January with representatives from the Royal Naval Association and the Royal British Legion regarding the additional wording on the War Memorial, (RNA/RBL).

The additional wording has been agreed for the War Memorial and an order has been placed with Bretts of Watton. Contributions have been agreed from the three organisations as estimated in the budget back in December. It will be unveiled to commemorate the Annual Veterans Day on Sunday June 29th. The wording is as follows:-

"IN MEMORY OF THE FALLEN OF EAST ANGLIA 1945 – TO PRESENT DAY – LEST WE FORGET"

1282.4. It was reported Cllr Harman and the Deputy Town Clerk attended a Town & Parish Council Forum at Thetford on 31st January 2008 hosted by Breckland Council. Andrea Long from Breckland gave an informed presentation on the Local Development Framework which is currently being looked at up to the year 2012. The Deputy Chief Executive Tim Reader gave a presentation on the new Comprehensive Area Assessment which replaces 'Best Value', this has come from central government. The CAA is a new way of the government assessing councils on their performance within their district. The Forum was due to give an update on the Local Government Reorganisation & Community

Forums but unfortunately this was not possible as the information was still awaited from central government.

1283. PLANNING/DEVELOPMENT CONTROL:

1283.1. Notification of Decisions/Information from Breckland Council:-

3PL/2007/1841/F Planning permission granted for the demolition of existing lean-to and proposed two storey rear extension. 46 Ash Close. Mr. R. Winch.	3PL/2007/1840/CA Conservation Area Consent granted for existing single storey lean-to kitchen to be demolished to build new two storey pitched extension. 46 Ash Close. Mr. R. Winch.
3PL/2007/1867/F Planning permission granted for proposed two dwellings & detached garages. Garden of Eversley House, 8/10 Station Street.. Roger & Barbara Clarke.	3PL/2007/1819/O Outline planning permission granted for the construction of single dwelling and garage with associated new access. Highview, 7 Whitsands Rd. Messrs T. & P. Seago.
3PL/2007/1970/F Planning permission granted for the erection of a conservatory. 4 Oak Close. Mr. Robert E. Salmon.	3PL/2007/1933/LB Listed building consent granted for the insertion of bay windows (Retrospective) – 12 Station Street. Mr. P. Darby
3PL/2007/1859/F Planning permission granted for 2 single storey dwellings with garages & change of vehicular access & demolition of part existing dwelling.	3PL/2007/1938/F Planning permission granted for alterations & extension to dwelling & associated external works (amended design) – 3PL/2007/0834/F Greenhoe Bungalow, Norwich Road. Dr. & Mrs. R. Atkins.
3PL/2007/1537/LB Refusal of Listed Building Consent for the retention of non illuminated fascia signs (Retrospective) – 46 Market Place. Martin McColl Ltd.	3PL/2007/1714/F Refusal of planning consent and 3PL/2007/1741/LB Refusal of Listed building consent for the erection of 2 storey dwelling. 27 Mangate Street. Mr. & Mrs. Paul Ison.
3PL/2007/1922/CU Planning permission granted for the change of use from office to restaurant at first floor. 22-23 Plowright Place. Armando Jorge Broegas	3PL/2007/0314/F Refusal of planning permission for a wind energy development comprising of 6 turbines and associated works. Land off Sporle Road. Estate Office Palgrave Farming Ltd, Home Farm. Next Generation Ltd,.
3PL/2007/1945/CU Planning permission for change of use to eating area and toilets. 93 Market Place. Mr. A. Martin.	3PL/2007/2015/A Consent to display advertisements for the erection of two non-illuminated advertising hoardings. Brandon Road. Gladedale (Anglia) Ltd.

1283.2. Consider the following planning applications:-

a) 3PL/2007/2042/F Demolition garages & kitchen – erection single storey link – conv. Print works & dwelling to 4 hotel suites café etc NO OBJECTION	b) SP/Y/3/2007/3015 Extension and internal alterations to form children’s centre, together with formation of hard play area. Swaffham Infant School, White Cross Road NO OBJECTION
c) 3PL/2007/2020/F Access from main road, car parking & sales office for proposed show homes. Brandon Road. Gladedale Ltd. NO OBJECTION COMMENT – Black weatherboard to be a different colour, in line with our previous complaint and company agreement regarding the use of this colour.	d) 3PL/2008/0053/F Erection of smoking shelter. Ex-Servicemen’s club, Lynn Street. Ex-Servicemen’s Club. NO OBJECTION

1283.3. Correspondence from Mr Chips Ltd regarding planning permission for Mother Hubbards was circulated to all Councillors for information only. This letter has been sent to the planning department at Breckland Council.

1284. FINANCE:

1284.1 The advance list was circulated in the meeting pack to Councillors for information; an updated list has been circulated to the Council this evening for approval. (Appendix 2)

The accounts for Payment for February were unanimously agreed

1284.2. It was suggested the invoice from British Gas for the Electricity used at the Public Toilets is checked and the findings put on the agenda for the March meeting.

The Clerk was instructed to check the invoice from British Gas for the Electricity used at the Public Toilets and the findings put on the agenda for the March meeting.

1284.3. It was reported although the Council has not received the £115,000 for the refurbishment of the Public Toilets yet, Ray Johnson from Breckland informed the Mayor and Town Clerk at a meeting last week that the £115,000 is imminent.

1284.4. Confirmation from Government Office East of the granting of a Section 8 permission to sell allotment land at Days Field and Shoulder of Mutton was circulated to all Councillors. The Section 8 approval is duly recorded from the Secretary of State Hazel Blears to grant permission to dispose of Days Field and Shoulder of Mutton allotments.

1284.5. Estimates for the access tracks to the allotments were circulated to all Councillors for consideration. Following a lengthy discussion Cllr. Wade proposed to accept the lowest quote and go ahead. Cllr. Sherwood proposed and Cllr. Lister seconded for the quotes to be circulated to all Councillors prior to the next meeting to go through the detail of each one.

It was proposed to accept the lowest quote to go ahead with the lowest quote for the tracks on the allotment sites with 4 votes for, 5 against and 1 abstention. The proposal was lost.

The Clerk was instructed to circulate a copy of the quotes to all Councillors prior to the next meeting and place on the next agenda.

1284.6. Suggestions on the way ahead for the sale of eight and a half acres of surplus allotment land was circulated to all Councillors to consider the options:

1. To achieve outline planning for one or both of the sites (cost £50,000+)
2. To take advice from planning agents – employ the services of an appropriate agent
3. To go through closed tender process for one or both of the sites
4. To wait for the outcome of PCT review (next meeting on 7th March)

Following a discussion on the options, Cllr. Sherwood proposed for the Clerk to proceed with option 2, then 3 followed by 4.

The Clerk was instructed to proceed with option 2, then 3 followed by 4.

1284.7. It was reported the Mayor and Town Clerk met with six residents of Princes Street including Mr. D. Dixon on 21st January. General agreement was reached on allowing access to continue to complete the task of repairs to the access tracks. Various other issues were raised relating to future use, restrictions and possible solutions. It was a positive meeting and the residents requested that they be kept informed of developments to sell Shoulder of Mutton allotments.

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1284.8. Correspondence was circulated to all Councillors relating to the re-location of the TIC to the Museum and finalise details of the 'Service Level Agreement' to consider.

The Service Level agreement is now updated and presented for formal approval. Various issues have been answered by the Town Clerk in relation to the Museum taking on the delivery of the TIC from the shop area which has been agreed subject to obtaining the grant from Breckland Council. It is recommended to proceed on the basis of the Museum issuing a statement following their meeting on 11th February. It was reported the TIC would now open at the end of May and not Easter.

It was unanimously agreed to accept the service level agreement which would come into force at the end of May 2008.

1284.9. An email was circulated to all Councillors for a claim for compensation at Days Field Allotment for Mr. Paul Cater for a replacement shed and is summarised in an e-mail from the Town Clerk to Mr. Cater dated 23rd January. Cllr. Lister proposed and Cllr. Sherwood seconded to grant £100 towards a shed should he take on an allotment at a different site and resolving an apparent overcharge (£25), as a goodwill gesture.

It was agreed with 6 votes for to grant Mr Cater £100 towards a new shed should he take on a new allotment.

1284.10. A copy of the constitution was circulated to all Councillors from the Swaffham Business and Retail Forum to consider a request regarding the Town Council's plans for Christmas Lights and attractions for this year and the possibility of putting money towards a project costing between £15,000 and £20,000.

The Town Council are already committed to the cost of putting up Christmas lighting on the Town Hall and on the Buttercross. In addition the Council agreed last year to put up a Christmas tree close to the Buttercross at an additional cost of £200. The request from the Business & Retail Forum for a contribution towards costs of £15,000 to £20,000 is rather vague. The Council in conjunction with Icen Partnership did obtain one estimate from Blachere Ltd for in excess of £40,000 to include substantial infrastructure costs. None of the street lights would be available this year for Christmas lighting as the strengthening or replacement of street light columns would need to be carried out first. It was proposed not to support this proposal.

It was agreed with 1 abstention not to support this proposal.

1284.11. Notification of appointment of external auditor 'Mazars LLP from the Audit Commission commencing with the 2007/08 accounts was circulated to all Councillors. Consultation period expires on 29th February 2008.

1284.12. Further information has been circulated to all Councillors regarding the proposed installation of 'blue' lighting in the public toilets (originally included under item 8.5 on the Town Council meeting 14th November 2007). A rescission of a previous resolution following receipt of the necessary resolution signed by the required number of Councillors was circulated to all Councillors reconsideration of the decision previously made. Cllr. Wade proposed and Cllr. Wickerson seconded to rescind the decision to install 'blue' lighting in the public toilets.

It was agreed with 6 votes for, 5 against and 1 abstention not to rescind the decision to install 'blue' lighting in the public toilets.

1284.13. The Deputy Town Clerk reported on a site meeting which took place on 31st January, followed by a contractors meeting at the Town Hall. She stated everything is progressing well; all demolition work is now complete. The work is still on course for an Easter opening date. There are still some issues to resolve in respect of how to collect the charge of 20p:

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It was agreed to call an extraordinary Town Council meeting to specifically discuss the issues that are gradually unfolding. This is in respect of entrance fees, turnstiles, antiquated legislation and additional costs. Information is still coming in and needs to be properly considered by the Council before agreeing to take action. It was suggested to hold an extraordinary meeting on Monday 25th February at 7pm at the Town Hall.

It was unanimously agreed to hold an extraordinary meeting on Monday 25th February at 7pm at the Town Hall.

1284.14. Correspondence was circulated to all Councillors to consider a request for a grant of £10,000 from West Norfolk Voluntary and Community Action to support the Volunteer Centre at the Community Centre in Swaffham. Following a short conversation Cllr. Sherwood proposed and Cllr. Butters seconded not to issue a grant for the Volunteer Centre at the Community Centre in Swaffham.

It was agreed with 10 votes for and 2 abstentions not to issue a grant for the Volunteer Centre at the Community Centre in Swaffham.

1284.15. The Risk Management Report from Ecclesiastical Insurance Plc via Equity Insurance Brokers was circulated to all Councillors. This lengthy report centres on the Town Hall, there are four requirements to be implemented, two are priority 2 to be implemented in eight weeks, two are priority 3 to be implemented within 3 months. All matters are in hand relating to the intruder alarm, anchoring of the safe, fire extinguisher training and specific risk improvements. It was suggested to accept the report and delegate responsibility for further consideration of other recommendations listed in the report to the Finance Committee.

It was unanimously agreed to accept the report and delegate responsibility for further consideration of other recommendations listed in the report to the Finance Committee.

1284.16. A late request from the Garden Science Trust for a grant of £600 towards replacement of a rabbit proof fencing was circulated to all Councillors. Cllr. Wade proposed and Cllr. Harman seconded to grant £200 towards the replacement of a rabbit proof fence for the Garden Science Trust.

It was agreed with 7 votes for, 2 against and 3 abstentions to grant £200 towards the replacement of a rabbit proof fence for the Garden Science Trust.

The grant of £200 towards the replacement of a rabbit proof fence for the Garden Science Trust to be placed on the March agenda to be ratified.

1285. GENERAL CORRESPONDENCE:

1285.1. Correspondence has been circulated to all Councillors for information only from Karl Dunbar, the Credit Union Steering Group have acknowledged the Town Council's offer with thanks for the three months use of an office at the Town Hall. Immediate use of the room is not yet required, but they will give adequate notice for when the three months use can commence.

1285.2. Correspondence was circulated to all councillors for information only with Mr. Pigott regarding the problem of access to the allotment sites at the current time. It is difficult until the wet weather dries out.

1285.3. Correspondence was circulated to all councillors for information only with Mr. I. Bubbear regarding a meeting with the PCT and the Community Hospital which relates to

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whether a report had or hadn't been given to the Council regarding a meeting with the PCT, also whether the Town Clerk had been instructed to not reply. The Town Clerk then replied in full to be informed that the response was largely irrelevant. In responding the Town Clerk tried to clear up issues raised by Mr. Bubbear in the public session of the Council meeting.

1285.4. Correspondence was circulated to all councillors for information only with Mrs. S. List regarding a licensing issue at the Social Club in Theatre Street. Copies of this correspondence have been passed on to the Police and the licensing department at Breckland.

1285.5. The consultation paper was circulated to all Councillors on orders and regulations relating to the conduct of Local Authority members in England. It was suggested to support the changes.

It was unanimously agreed to support the changes relating to the conduct of Local Authority members in England.

1285.6. Notification was circulated to all Councillors from Local Works claiming a 'Great Victory' now that the 'Sustainable Communities Bill' has become law previously supported by Swaffham Town Council. Local Works are now requesting that Council's support the 'Planning and Energy Bill'. Following a short discussion it was agreed to request further information prior to supporting the bill.

It was unanimously agreed to request further information prior to supporting the bill.

1285.7. An email was circulated to all Councillors regarding insufficient temporary public toilets at the Shambles from Joan Parlett. Following a discussion it was agreed not to increase the level of toilets but for the Clerk to check the ladies lock has been fixed and to check on a regular basis that sufficient cleaning/supplies are available.

The Clerk was instructed to check the ladies lock has been fixed in the toilets and to check on a regular basis that sufficient cleaning/supplies are available.

1285.8. An invitation to a Larger Councils meeting on Tuesday 19th February 2008 at North Walsham – regarding Section 106 was circulated to all Councillors. The Town Clerk, Deputy Town Clerk and the Mayor are attending this meeting on 19th February, there were no issues raised in respect of Section 106.

1285.9. A letter from T.R.W. & A.R. Davies in respect of Peacock excrement outside Manor House. This creates a problem for wheelchair users and pushchairs. It was agreed to refer this matter to Norfolk County Council.

It was unanimously agreed to forward a copy of Mr & Mrs Davies letter relating to peacock excrement to Norfolk County Council.

1285.10 A letter was circulated to all Councillors from Mr. R. M. Wilkin regarding parking in Swaffham. Various issues were raised as follows:-

- Upgrading of the Shambles and thorny issue of Plowright Place
- Restricting illegal access to the footpaths running from Woolworths to the Greyhound
- Junction of Pit Lane and London Street – again illegal access over the footpath, free for all will get worse when rear of Greyhound pub is developed
- Poor drainage outside Pedestrian Crossing adjacent to Romford House, ponding occurs

It was agreed to forward a copy of the letter from Mr Wilkin to Norfolk County Council.

The Clerk was instructed to forward a copy of the letter from Mr Wilkin to Norfolk County Council.

1285.11. A letter was circulated to all councillors relating to a request from the Rotary Club to have a caravan or the St Johns Ambulance vehicle parked on the Market on Saturday 26th April to raise awareness for the National Stroke Awareness Campaign. It was agreed for the Rotary Club to have a caravan or the St Johns Ambulance vehicle parked on the Market.

It was unanimously agreed to allow the Rotary Club to have a caravan or the St Johns Ambulance vehicle parked on the Market on Saturday 26th April to raise awareness for the National Stroke Awareness Campaign.

1286. Reports from COMMITTEE Chairmen/Councillors:

COMMITTEE	LAST meeting	NEXT meeting	Information to consider
1286.1. Finance & General Purposes Committee	5 th Dec 07	2 nd April 08	<p>The Boiler for the Museum has had major problems recently. It has been necessary to replace a leaking heater exchanger at a cost of £957.00 + Vat</p> <p>A leak has also been repaired under the foyer of the Town Hall/Museum front entrance. The tiles had to be removed and re-laid.</p>
1286.2. Open Spaces & Amenities Committee	23 rd Jan 08	5 th Mar 08	<p>A copy of a draft Management agreement between the Town Council and Anglian Water has been agreed within the budget parameters set in December 2007.</p> <p>It was agreed for a copy of the draft Management agreement to be placed on the March agenda.</p> <p>It is hoped to meet with Norfolk County Council later this month to agree a similar management agreement relating to the right of way adjacent to the pool.</p>
1286.3. Planning	1 st Oct 07	Meeting required	<p>A letter with regards to the Matthew Taylor Review on Rural Economy and Affordable Housing was circulated to all Councillors – response to consultation by 7th March 2007</p> <p>It was agreed the Planning Committee meet with Dave Bek to discuss these important issues and feedback their observations on behalf of the Town</p>

<u>Page 729</u>			Council by the 7th March deadline.
1286.4 Recreation Ground Committee	23 rd Jan 08	5 th Mar 08	
1286.5 Town Group	30 th Jan 08	7 th Apr 08	Timeline chart distributed for information.
1286.6 Personnel Committee	19 Sept 07		
1286.7 Market Committee	28 th Jan 08	28 th Apr 08	
1286.8 Youth Council	14 th Jan 08	3 rd Mar 08	N.B. Change of date

1287. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

1287.1. A lengthy discussion took place with regards to receipt a progress report requested by members of the Council from Swaffham Museum Ltd. The Company Secretary David Wickerson and Chairman David Butters produced written reports which were distributed to members of the Council. A summary of issues discussed were as follows:-

- The number of paying visitors was confirmed as 3,262 in 2007. It was claimed that with re-organisation of Museum correcting lack of displays that numbers could exceed 4,000 for 2008.
- The amount of the loan repayment reported at £850 (had not been confirmed by the Town Clerk).
- The projections for income and expenditure were only until 30th June 2008.
- It was established that there was a need to present a professional image for the Museum with the addition of a colour printer/copier when funds allow.
- Councillors expressed concern at lack of financial information provided in the light of a £20,000 loan being arranged less than a year ago.
- It was confirmed that the Museum will never be self supporting, it benefits from the trustees, the Friends of the Museum and a good number of volunteers in order to balance the books.
- It was confirmed that there were no financial figures relating to the shop as this area was run by the Friends of Swaffham Museum.
- It was confirmed that funds received from donations and visitors etc cover all routine expenditure except staff salaries.
- It was claimed that if the charitable status had been achieved earlier, that grant funding applications could have gone in sooner.
- It was suggested that the Education side of the Museum was very successful and that the Museum had a lot to offer in the future.
- It was established that there was a need for core funding to retain the current members of staff. If this was not forthcoming then the Museum would revert back to being run entirely by volunteers.
- It was confirmed that the Town Council had not yet invoiced the Museum for the £20,000 loan.

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1287.2. A copy of a report has been received from Icen Partnership regarding a bowing ceiling in the main hall of the Assembly Rooms, this was conducted by Quinn Construction Services (Anglia) Ltd.

1287.3. It was reported the Horticultural Society and Scalga are looking at the Best Kept Garden/Allotment competition, there will be more details to follow, an article will be forwarded for insertion in the Newsletter.

1288. BRECKLAND COUNCIL.

1288.1. Correspondence was circulated to all Councillors for information only from a resident in Lynn Road – responding to the ‘Last chance to have your say’ request in the Town Newsletter which relates to the survey for the ‘Town Plan’.

1288.2. Minutes of CCTV Focus Group meeting held on 15th January 2008 for information only. It was reported the Town Clerk attended a further meeting at Thetford last week

1288.3. Correspondence was circulated to all Councillors relating to the Local Development Framework – Regulation 26 Preferred Options Consultation on the Core Strategy and Development Control Policies Development Plan Document – consultation period from 28th January – 10th March 2008. (on-line version at <http://consult.breckland.gov.uk> - hard copy in the office at the Town Hall 178 pages). It was reported an e-mail has been received from Andrea Long who is the Environmental Planning Officer at Breckland. It is to notify us that a consultation on the LDF which is to be site specific will take place between March and September. We will be notified when this can be done for Swaffham.

1288.4. It was reported the Dog Warden attended the Kennel Club’ Good Citizen Dog Scheme Awards event in London and he came First runner-up in the Local Councils Most Effective Campaign section. The most important part is Breckland was paid £3,000 for this. Always most welcome.

1288.5. It was reported after the half-term holiday, Breckland has engaged a theatre group to perform in local schools the show called “Lost in litter – a Detective’s Tale”. Swaffham Junior School has signed up for this event. The play aims to explain the problems and dangers of litter and show how, with care and correct disposal of litter, communities can be safe, clean and tidy.

1289. NORFOLK COUNTY COUNCIL.

1289.1. Notification was circulated to all Councillors for information only that the Norfolk Minerals and Waste Local Development Framework Core Strategy and Development Control: Preferred Options Stage; & Minerals & Waste Allocations: Issues and Options Stage will be sent to the Council on 15th February with a six week consultation period ending on 28th March 2008. This will feature on the March agenda for discussion.

1289.2. Notification was circulated to all Councillors regarding the start of work on the new Zebra Crossing on the Watton Road – 21st January for 5 weeks.

1289.3. Notification was circulated to all Councillors to consider highway improvements - A1065 Swaffham: Brandon Road – Development by Gladedale (Anglia) Ltd Section 278 Highway Works – new roundabout, new toucan crossing with shared use footway cycleway linking to existing shared use facilities. There was no objection to the proposals.

1289.4. A letter and a map of the footpaths was circulated to all Councillors to consider the need for signposting to ‘Urban Footpaths’ in Swaffham. An example of the type of

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footpath is given as 'the shambles' where alleyways are registered as public footpaths. The Town Council are being asked whether there is a need for signposting in the immediate town area. The option to veto the installation of the signs is available if the Council feel they are not necessary or appropriate. It was agreed for the Town Clerk to meet with Officer from Norfolk County Council to discuss things further.

1290. DATES and changes of forthcoming meetings & receive any items to include on the AGENDA OF THE FOLLOWING MEETING:-

1290.1 Monday 3rd March 2008 – **Youth Council** at 6.30pm Town Hall.

1290.2 Wednesday 5th March 2008 – **Open Spaces Committee** at 6.30pm at the Town Hall

1290.3 Wednesday 5th March 2008 – **Recreation Ground Committee** at 7.30pm at the Town Hall

1290.4 Wednesday 12th March 2008 – **Full Council** at 6.45pm at the Assembly Rooms.

1290.5 Monday 17th March 2008 – **Chairmanship/Training** at 7pm in the Town Hall.

1291. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960 – following the exclusion of the public and press:

1291.1. Nominations for Honorary Citizens were discussed, it was agreed for Mrs Pam Buxton to receive the award in recognition of her community work with various organisations.

Meeting Closed at 10.00 p.m.

Chairman

Appendix 1

Listed below are the issues raised in the public session at the beginning of the meeting.

Underage Drinking

Underage drinking is being dealt with thanks to Swaffham Town Council and the CAG Meeting last week.

An article will be placed in the Newsletter to describe what CAG does. CAG are happy to attend a Town Council Meeting to discuss issues.