

Minutes of the Full Council meeting held on Wednesday 8th June 2011 at 6.45p.m. in the Council Chamber, Town Hall, Swaffham.

Present: Mayor Cllr S Matthews.

Councillors: Mr S Bell, Mr P Darby, Mr C Gunner, Miss A Head, Mrs T Jennison, Mrs S Lister, Mr I Sherwood, Mrs A Tigue and Mrs P Wade.

Town Clerk: Mr R Bishop.

Deputy Town Clerk: Mrs D Turner.

Breckland Councillor: Mr F Sharpe.

Norfolk County Councillor: Mrs A Steward.

PCSO: Michelle Thurlow (6.58pm – 7.05pm).

Public: 8

1909. APOLOGIES & REASONS FOR ABSENCE.

1909.1 Cllr M Edwards – work commitment.

1909.2 Cllr J Skinner – family reasons.

1909.3 Cllr D Wickerson – personal reasons.

1910. DECLARATIONS OF INTEREST.

1910.1 Cllr P Darby declared a personal and prejudicial interest on item 1917.2 as he is a Trustee of the Hamonds Educational Trust.

1910.2 Cllr T Jennison declared a personal interest in item 1919.2 as she is resident of Tumbler Hill.

1910.3 Cllr S Matthews declared a personal and prejudicial interest on item 1917.2 as she is a Trustee of the Hamonds Educational Trust.

The meeting was adjourned at 6.46pm for public participation, see Appendix 1.

The meeting reconvened at 6.55pm.

1911. REPORTS: police, principal authority etc

1911.1 PCSO M Thurlow handed a report to the Mayor regarding the months crime statistics to the Council then she left the meeting. The crimes reported from 18th May to 8th June 2011: Burglary non-dwelling 3, Criminal damage 10, Theft from motor vehicle 1, Theft other 13, Violence against person 12, Crime other 19. Total of 58 crimes. A comparison was also given for the same period last year.

PCSO Thurlow was not available to answer councillor's questions therefore a response remains outstanding relating to Cllr Edwards' concerns at the previous Full Council Meeting regarding cars racing in Theatre Street.

A resident previously voiced concerns to Cllr Bell regarding the Market Place being used for drug dealing.

It was agreed for the Town Clerk to pass the residents concerns on to the Police.

1912. COUNTY COUNCILLOR report from Cllr Ann Steward.

1912.1 Cllr Ann Steward notified the council on the successful bid for Broadband and thanked Breckland District Council for their support in obtaining this.

Last meeting of EEDA has been held, this is now replaced with the 'Local Enterprise Partnership', Chairman Andy Wood. There will be a meeting of board members on 22nd June 2011.

The following item has been moved up the agenda to allow the County Councillor to participate in the discussion:-

1912.2 A letter from Mrs. Jayne Mahoney requests a pedestrian crossing on the A1065 outside Iceland stores following a horrific accident recently. Mrs. Mahoney describes her personal experience of the accident and strongly suggests that action is taken before someone gets killed.

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A copy of a response to Mrs. Mahoney has been received from Paul Groom the Local Highway Engineer. All requests for pedestrian crossings have to be carefully assessed against Government guidelines, which include a detailed site inspection and pedestrian / vehicle survey. The Highway Engineer also stated that there are currently 126 requests on the assessment waiting list and to give an idea of the backlog, only 8 to 10 locations are assessed each financial year with the funding available (each assessment costs in the region of £5,000). It has been decided that there will be no pedestrian crossing assessment undertaken this financial year and due to the spending review announcement there is uncertainty regarding any actual schemes in 2011/12. There is a priority criteria. The accident record for Market Place is six personal injury accidents within the last five years, with three involving pedestrians. This is regarded as a low accident history compared with other locations. In summary it is therefore unlikely that this location would be selected for a future pedestrian crossing assessment. Sympathies were expressed for Mrs. Wood the pedestrian that was involved with the recent accident.

Cllr Steward read a letter from NCC and offered her sincere sympathies to Mrs Wood and her family. It was explained that a full investigation will be carried out regarding this horrific accident outside Iceland.

Discussion followed regarding the design of the current Market Place. It was mentioned that there has to be a level of self responsibility as the paved areas across the street can cause confusion. It was suggested that the Town Clerk should contact the police to request their support by enforcing the 20mph speed limit.

It was agreed for the Town Clerk to write to the Police asking for their support to enforce the 20mph speed limit within the Town Centre

There were concerns regarding the replacing of stones with concrete in the Town Centre as the work appears to be of poor standard. It was suggested that if the level of work is found to be substandard this must be re-done as a matter of urgency. The work will be monitored and if found to be sub-standard NCC will be notified immediately.

It was agreed to monitor the Town Centre where the replacing of stones with concrete has been carried out and if the work is found to be sub-standard NCC will be notified.

1913.3 BRECKLAND COUNCILLOR report from Cllrs Shirley Matthews, Frank Sharpe and Ian Sherwood. It was reported that a local family, the Vogels, won the competition of Brecklands Greenest Family. The whole family contributes to a greener lifestyle to contribute to protecting the local environment.

Narborough Hall is to hold a NatureFest on Saturday 9th July 2011 to generate awareness of the local natural environment, for information only.

It was reported that Breckland is continuing to invest in property and is seeing a £2million return each year. This allows the council tax to be the lowest in the country. Choice based lettings were proving to be good for Breckland, more information on this will be available in the future.

1914. MAYORS' REPORT

1914.1 The following Civic Events were attended by the Mayor:
Home Hospice Concert.

1914.2 Urgent reports at the Mayor's discretion.

Notice has been received for the Council to consider the urgent replacement of the Computer Server at the Town Hall. The cost is £1,375 – there is no budget but the server is essential to the smooth running of the Council administration. When this fails it means that all four office staff are unable to access files, accounts, e-mails in or out and things can almost grind to a halt. Work can be completed manually however the loss of access to historical data paralyses the office for several hours at a time.

The problem has come because of failing hardware and whilst replacing the hardware, this is the most economical time to upgrade the software. The cost of replacing the server would come from the following budgets: general maintenance, stationery and computer maintenance/software.

Four companies were given the option to supply an estimate:-

Anglia Computer Solutions

Anglia IT Solutions

Citrix Ltd

System 3 Business Solutions

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Only two companies quoted within the specified 48 hour time limit and therefore was recommended to go with the Gold option outlined from Anglia Computer Systems at a cost of £1,375.

Councillors should note that as this matter is not formally on the agenda as an item of finance, any decision taken at the meeting this evening will need to be ratified by the Council at the meeting in July as it will feature as an agenda item.

It was agreed in principle with 9 votes for and 1 abstention to accept the Gold option quoted by Anglia Computer Systems, this item will be included as a Finance Agenda item for Full Council in July 2011 for formal ratification.

1915. MINUTES:

1915.1 The minutes of the Full Council meeting on Wednesday 18th May 2011 were agreed by the Council and signed as a true record by the Mayor.

1916. Report from the TOWN HALL by the Town Clerk including:-

1916.1 a) Review Standing Orders.

The existing Standing Orders were circulated to Councillors in advance of the meeting. It was recommended to allow councillors one additional month to read through the vast amount of amendments. The Standing Orders will be brought forward to the next Full Council Meeting on 13th July 2011.

It was unanimously agreed to defer until Full Council on 13th July 2011 the review of Standing Orders to allow the councillors opportunity of reading the vast amount of amendments.

1916.1 b) Review Financial Regulations.

The existing Financial Regulations were circulated to Councillors in advance of the meeting. It was suggested to go through these page by page and to adopt all changes in full.

It was agreed with 5 votes for and 4 abstentions to accept all of the changes to the Financial Regulations.

1916.1 c) General update in respect of on-going administration.

The past few months have been particularly busy as all of the year end statutory deadlines have to take priority for accounts, audit, PAYE and the four yearly changeover period that follows on from the election. We are hopeful that the 'Councillor information file' will be available for distribution by the end of June. We still require councillors to respond to the following:

- Councillor photographs for displaying in reception.
- Councillors wishing to attend training events.
- Councillors wishing to attend the Dedication of the Granite Wedge at the War Memorial on 3rd July.

The website will continue to be updated with minutes, agendas, councillor details etc. There has been a delay to this due to changing the details of our e-mail server as this has caused a number of problems, but hopefully this is now resolved.

With regards to ongoing issues the Town Clerk has recently met with Highway Engineer Paul Groom, representatives of SCALGA, internal Auditor Tony Lawler and has meetings with Ellis Whittam our Health & Safety contractor and representatives of Archant with Icen Partnership regarding the newsletter later this week.

1916.1 d) Report on the Cemetery Chapel Roof.

We have had a recent theft of lead from the decorative lean-to on the Cemetery Chapel Roof – estimated cost is in the region of £150. The theft has been reported to the police. The Council agreed to look into replacing the lead with a similar compound as that would be less likely to be stolen. The Clerk suggested Heritage Lottery Funding could be a consideration to assist with this cost.

It was agreed for the Clerk to see whether Heritage Lottery Funding could be sought to match fund the cost of replacing the stolen lead from the Cemetery Chapel.

1916.1 e) A verbal request has been received from Mr Richard Wood to sponsor plants within the Colonel Harris Memorial Garden. The actual financial value of the sponsorship has currently not been disclosed and this will be deferred to the next Finance and G.P. meeting. It is recommended to agree in principle to receive sponsorship of the plants within the Colonel Harris Memorial Garden and defer the amount until the Finance & G.P. Committee meeting on 22nd June.

It was agreed in principle to accept sponsorship from Mr R Wood to plant up the Colonel Harris Memorial Garden and defer the financial value of the sponsorship to the next Finance & G.P. meeting on 22nd June 2011.

1916.2 There were no questions from Councillors relating to on-going business.

1917. PLANNING/DEVELOPMENT CONTROL:

1917.1 Decisions/Information from Breckland Council:-

3PL/2011/0332/F – Permission granted for amended design for storage building for ambulance. St John Hall, St John Court. St John Ambulance.	3PL/2011/0303/F – Permission granted for erection of conservatory to side of property. Mr & Mrs C Banyard, 4 Orchard Place.
3PL/2011/0316/F – Planning permission granted for proposed extension and alterations. Mr K Williams, 29 King Street.	3PL/2011/0281/A – Consent to display advertisements granted for 1 No illuminated A1 portrait window marketing display unit located to the rear of the shop front glazing. Lloyds Bank, 61 Market Place.
3PL/2011/0271/LB – Listed building consent granted for the Demolition & replacement of existing unsound Chimney Stack & alterations to 2 existing openings. Point House. 25 Station Street. Mr. M. Balshaw.	3PL/2011/0210/F – Planning permission & 3PL/2011/0211/LB Listed building consent granted to create new access & alterations to offices, new live work dwelling, relocate bin store for church, new shop front. 1 London St, 2 & 4 Pitt Lane & Methodist Church. Mr. C. Parsons.
3PL/2011/0179/O – Outline Planning Permission granted for two dwellings & associated garages. Mr. & Mrs. G. Barnes.	3PL/2011/0161/F – Planning permission granted for the erection of industrial unit for B1 (excluding B1a), B2 and B8 use. Glen House Estates Ltd.
3PL/2011/0105/F – Planning permission granted for two storey extension, erect conservatories & demolish existing kitchen extension. Vine Cottage, Pleasant Row. Mr. I. Swadling.	3PL/2011/0162/F – Planning permission granted for proposed extensions. 4 Northfield Road. Mr. R. Goodwin.

1917.2 Planning applications:-

Cllrs P Darby, S Matthews and Mr F Sharpe left the meeting at 7.45pm.

It was agreed for Cllr T Jennison to Chair the meeting for the following item.

3TL/2011/0021/TL – Extension of time limit on pp 3PL/2007/1341/F – 22 Dwellings for retirement occupancy. Investec Bank Plc, 2 Gresham Street, London EC2V 7QP No Objections	3PL/2011/0495/F – Replacement of conservatory with larger conservatory – 3 West Acre Road. Mr. M. Whitby No Objections
3PL/2011/0548/F – Proposed extension & alterations to dwelling. Mr. & Mrs. B. Reynolds. No Objections	3PL/2010/1365F – Redevelopment of the Hammonds High School. Site of the 18 Market Place, Swaffham (amendment). No Objections

Discussion took place regarding planning application **3PL/2010/1365F** – Redevelopment of the Hammonds High School site of 18 Market Place, Swaffham in relation to the possibility of obtaining Section 106 money and Social Housing from the development. The planning application has been approved without a developer being involved therefore Section 106 money and Social Housing can not be taken into consideration for this application. If Section 106 money was obtained that would mean that the money received by Hammonds would be less than if Section 106 money wasn't obtained.

It was agreed with 6 votes for and 2 abstentions to support the idea not to obtain Section 106 money or Social Housing when this site is developed.

Cllrs P Darby, S Matthews and F Sharpe rejoined the meeting at 8pm.

1917.3 Late applications received at the Mayor's discretion.

3PL/2011/0307/F Front porch. 44 Whitsands Road. Mrs. Susan Tuff. No Objections	3PL/2011/0450/F New conservatory to rear of property. 15 Pedlars Grove. Mr. Keith Whitman No Objections
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3PL/2011/0578/LB – Proposed alterations and extension. Glaisdale House 23 Station Street, Mr R Chapman. No Objections	
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1917.4 Mr. Geoff Armstrong from the DPP represented Ben Bailey Homes – to discuss future plans for the Redland Site in Brandon Road.

Mr. Geoff Armstrong spoke about the revised plans for the Redland site, as previously discussed with the Planning Committee. The original planning application was approved for 400 dwellings however this revised application has reduced to 335 dwellings and allows for 2 parking spaces for each dwelling. There will need to be a separate discussion regarding the Section 106 agreement attached to any proposed amended planning application. The Council thanked Mr Armstrong for his presentation to the Town Council.

1917.5 Planning correspondence, or notifications of planning enforcement & TPO's.
There were no planning correspondence, notification of planning enforcements or TPO's.

1918. FINANCE:

1918.1 A list of Accounts for Payments for June 2011 circulated to all councillors at the meeting see appendix 2.

The Accounts for payments were agreed.

1918.2 The Council's offer of £253.00 as a gesture of goodwill in advance of the small claims court case was duly accepted by Elaine Bird as full and final payment. The agreement between the Council and Mrs. Bird was detailed in the minutes of a Council meeting held on 13th May 2009 with the two crucial clauses below:-

- The Town Council would take approximately two pages of editorial space each month or up to a total of 30 pages free of charge in any one year to also accommodate the annual report in April.
- There would be no actual cost for producing the newsletter to the Town Council, as there is a trade off of time and assistance given to Mrs. Bird in preparing the diary of events and general liaison with the town; in return for one page each month of advertising space.

This was the reason why the Council refused to pay for an invoice of £506.00 charged for the annual report in 2010. The Town Council tried very hard behind the scenes to resolve this matter amicably. The gesture of goodwill amounted to 50% of the original bill. The Council felt this was less than the cost of wasting staff time for the preparation and attendance in court on 21st June.

With regards to the future Newsletter provision for the town - the Town Clerk is hosting a third meeting with representatives of Archant with the Icen Partnership in attendance this coming Friday 10th June. It is hoped to move forward now with the alternative Community Newsletter at the earliest opportunity. The Council have already agreed in principle to match funding of £500 with £500 from Icen and a small grant application to the lottery to cover start up costs to cover a two year agreement with Archant. The full details to be approved by the Council when Archant have fully worked out their proposal. The aim is to achieve a fully self funding Community Newsletter inclusive of all groups within the town, advertising from local businesses, designed and printed by a professional company with editorial control within the town and delivered by our volunteers.

1918.3 The detailed income and expenditure was circulated with the meeting pack. The Summary of Income and Expenditure, Balance Sheet, Annual Return Section 1 including accounting statement and Annual Governance statement was circulated at this meeting with a breakdown of carry forward balances, the Town Clerk guided the Council through the information, as the accounts need to be approved subject to closer scrutiny by the Finance Committee on 22nd June, with approval of all individual questions required for the Annual governance statement. The Town Clerk as Responsible Finance Officer is recommending approval:-

- Detailed Income & Expenditure (two changes)
- Summary of Income & Expenditure
- Balance Sheet
- Accounting statements Section 1
- Annual Governance Statement Section 2
- Carry forward balances (refer to previous auditor report)

It was unanimously agreed to accept section 1 of the statement of accounts. Questions 1-9 of section 2 answers were agreed. All the above recommendations were approved.

1919. GENERAL CORRESPONDENCE:

1919.1 The Twelfth monthly report from Elizabeth Truss MP was circulated to all councillors for information only.

1919.2 An email has been received from Mr Mark Keddie in respect of an allegation of a resident of Tumbler Hill Allotment site running a hosepipe from the allotments to their garden, a further allegation of an allotment holder using an excessive amount of water and states that the Community Orchard project have watered the trees 4 to 5 times since they were planted but not at all since a complaint was lodged. Mark Keddie was concerned that the Community Orchard Project is being used by certain individuals as a scapegoat for their grievances with the Town Council or as an opportunity to blatantly bend the rules re: water usage. The Deputy Mayor confirmed that the owner of the hosepipe in question was in fact attaching the hosepipe from their own property to their allotment and not the other way round as alleged.

1919.3 The Mayor, the Deputy Mayor and the Town Clerk will be attending the Larger Councils meeting in Dereham on 20th June, for information only.

1920. COMMITTEE reports: (by Chair/Lead Member or Officer)

1920.1 Committees – Lead Officer – Town Clerk (under review)

1920.1 a) Finance & General Purposes Committee (Last meeting 6th April 2011 – next meeting 22nd June)

1920.1 b) Planning Committee (Last meeting 11th Aug – next meeting t.b.a)

1920.1 c) Personnel Committee (Last meeting 1st Dec – next meeting t.b.a.)

1920.2 Committees – Lead Officer – Deputy Town Clerk (Under review)

1920.2 a) Recreation Ground Committee Last meeting 7th Mar – next meeting 13th June)

The installation of the teenage equipment is complete and it has passed its health & safety inspection. Proposed opening to be confirmed for June 2011

1920.2 b) Market Committee (Last meeting 11th Apr – next meeting 20th June)

1920.2 c) Youth Council (Last meeting 9th May – next meeting t.b.a.)

1920.3 Working Groups – Lead Officer – Town Clerk

1920.3 a) Budget Working Group (Last meeting 2nd Nov – next meeting t.b.a.)

1920.3 b) Toilet Working Group (Last meeting 26th Apr – next meeting t.b.a.)

The planned meeting for 7th June 2011 was postponed is re-arranged for 20th June 2011 at 5pm.

1920.3 c) Market Traditions Working Group (Last meeting 6th June)

The last meeting of the Market Traditions Working Group was held on Monday 6th June. Icen Partnership Project Development Officer will be working with the Town Clerk to complete the Project Assessment and evaluation process. This is part of the final feedback required by the Local Strategic Partnership in return for the grant of £10,500. The report will be circulated to Councillors when complete. There are still three or four items of expenditure to be carried forward for a period of time, but the full grant will have been expended or committed by the end of July.

1920.3 d) Twinning Liaison (Last meeting 28th Mar)

1921. REPORTS BY REPRESENTATIVES OF OUTSIDE BODIES.

1921.1 Icen Partnership (Cllr Darby with Cllr Skinner as substitute);

1921.2 Icen Partnership Buildings Management: (Cllrs Darby, Lister & Skinner)

1921.3 Advance Swaffham Action Group (Cllr Gunner with Cllr Darby as substitute)

1921.4 Swaffham Museum Ltd (Cllr Matthews)

<p>It was agreed for Cllr Tighe to replace Cllr Matthews as the Council's representative on Swaffham Museum Ltd</p>
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1921.5 Relief in Need Charity (Cllrs Darby, Gunner & Skinner with Mayor & Deputy Mayor)

1921.6 Swaffham Town Estate (Cllrs Darby and Edwards)

1921.7 Swaffham & District Tourism Association (Cllr Wickerson)

1921.8 Swimming Pool Association (Cllr Wade with Cllr Gunner as substitute)

1921.9 Garden Science Trust (Cllr Wade)

1921.10 Health Forum (Cllrs Jennison and Wade)

1921.11 Breckland CCTV Group (Town Clerk)

1921.12 Swaffham Community Transport (Cllr Gunner) – revised bus timetables have now been distributed.

1921.13 Learning Partnership (no representative)

1922. BRECKLAND COUNCIL.

1922.1 Transition to Breckland Key Select Choice Base Lettings.

There is more information contained regarding the Transition to Key Select Choice on the Key Select Website at www.brecklandhousing.co.uk – drop in sessions in the Anglia Room at the Dereham Office on 9th June from 4pm – 7pm when members can be shown the system – immediate concerns can be registered to Bev Codling on 01362 656837

1922.2 E-mailed correspondence with Anthony Wright/James Dean regarding street lighting off London Street.

The original request regarding street lighting improvements was put forward by James Dean on behalf of the ASAG Transport Group. A new wall unit is requested to be installed in footpath No. L0602 at London Road end of the path leading from Theatre Street. It is also requested to remove centre lamp in the middle of footpath No. 778D and install two new lamps at the end of the dog leg of this footpath that leads from London Street through to Beech Close.

This matter has been referred back to the Town Council by Anthony Wright at Breckland Council who states without the Town Council's explicit authority to proceed and meet all the costs this request cannot be progressed. It is recommended that the Council consider the request as a Capital Project after Anthony Wright has received a detailed estimate for the work.

It was agreed to include Street Lighting as an Agenda item for the Full Council Meeting on 13th July 2011

1923. NORFOLK COUNTY COUNCIL.

1923.1 Confirmation that the Highway Rangers had visited Swaffham on the 6th May 2011, for information only. This is a standard report giving details of work carried out by the Highways Rangers.

1923.2 Update on the Presentation by Highway Engineer Paul Groom on 25th May 2011 regarding taking on devolved services paid or unpaid from Norfolk County Council.

It is recommended that devolved services are looked at in detail by the Finance & G.P. Committee and in particular the Budget Working Group with a view to giving serious consideration to some services on offer. It is further recommended that proposals in respect of gritting are taken forward in isolation to give sufficient time to have this in place by this coming winter.

It was agreed for the Town Clerk to write to Paul Groom to express an interest in devolved services.

It was agreed to discuss the possibility of taking on devolved services at the next Finance meeting then take to the next Full Council Meeting thereafter.

1924. DATES and changes of forthcoming meetings and to receive any items to include on a future AGENDA:-

1924.1 Recreation Ground Committee – Monday 13th June 2011 7pm – Council Chamber

1924.2 Advance Swaffham Action Group (ASAG) – Tuesday 14th June 2011 6pm – Council Chamber

1924.3 Market – Monday 20th June 2011 7pm – Council Chamber

1924.4 Finance & G.P. – Wednesday 22nd June 2011 7pm – Council Chamber

1924.5 Relief in Need Charity – Monday 4th July 2011 7pm – Council Chamber

1924.6 Full Council – Wednesday 13th July 2011 6.45pm – Council Chamber

The meeting was adjourned at 8.35pm

The meeting re-convened at 8.39pm

1925. ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960 – following the exclusion of the public and press:

1925.1 Mr Adrian Smith, Chartered Surveyor representing Heygates Farms, gave an outlined proposal in respect of the Antingham's in relation to the Local Development Framework. Under the proposals there would be small scale development on the eastern side; the largest area of green space would be conveyed to the Town Council under a peppercorn rent for a period of 50 years. A small area would be conveyed to the Town Council for an extension to the Community Centre Car Park. A small area to the west would be retained by the family. The Town Council would receive a commuted sum (to be negotiated) towards the cost of the car park and the maintenance of the open space. The Town Council were being asked to support the proposals in principle as there was a meeting at Dereham on 5th July where the Inspector was considering the finer detail of the LDF proposals for Swaffham.

It was unanimously agreed to support the proposal as outlined in principle.

1925.2 Councillors discussed Honorary Citizen applications & criteria and agreed to publicise the award.

It was unanimously agreed not to amend the current criteria for Honorary Citizen.

It was agreed for the Town Clerk to publicise the Honorary Citizen award.

Meeting closed at 9.05p.m.

Chairman

Public Session – Appendix 1.

Mr Johnathon Jackson raised a concern regarding parking outside the Post Office. The Post Office has designated parking for their own customers however customers from Netto are using these allocated spaces for their own use. When Mr Jackson confronts the people when parking they become verbally abusive towards him. The Town Clerk confirmed he would write to the Post Office and Netto regarding this issue.

Mr David Harman requested an update relating to when Costa Coffee will be starting work in the Cornhall Building. The Town Clerk notified the Council that Costa Coffee intend to begin work in the Autumn.

Mr Peter Hudson raised a concern with regards to speeding vehicles along Cley Road. The Town Clerk requested Mr Hudson write to Swaffham Town Council detailing his concerns and these concerns will be forwarded to Police.

Mr and Mrs Gayton attended the meeting to notify the Council of an issue they have with dog fouling. Dog excrement is being bagged up and thrown into Mr and Mrs Gayton's garden causing a nuisance and health hazard. They would like to request a dog bin to be installed nearby for dog owners convenience. The Town Clerk notified the council that a dog bin has been purchased and will be installed in a suitable location in due course and this should resolve this issue. The Town Clerk will also contact the Dog Warden to notify them of this issue.

Mr Reg Dowden said how pleased he was to see the new teenage play equipment installed, however the zip-wire requires tightening as it already is very loose.