

15 Paradise Road, Downham Market, Norfolk PE38 9HS
Tel: (01366) 387770 E-Mail: info@downhammarketcc.co.uk
Town Clerk: Graham Spark

You are summoned to attend a meeting of the **FULL COUNCIL** to be held on **Tuesday 19 July 2022 at 7.00pm** to discuss the business on the Agenda below.

The meeting will be held at the Town Hall, 6 Market Place, Downham Market PE38 9DW.

The meeting will be live streamed via YouTube:

<https://www.youtube.com/channel/UCy8Z5l4jHqydpOkOivqgb8g/featured>

Members of the public are invited to attend this meeting.

Yours faithfully

Graham Spark

Graham Spark MBE

Town Clerk

13 July 2022

SELFLESSNESS, INTEGRITY, OBJECTIVITY, ACCOUNTABILITY, OPENNESS, HONESTY & LEADERSHIP

AGENDA

001	To receive Members' apologies for absence
002	To receive Members' Declarations of Interest
003	Mayors Announcements
004	Public participation, written reports and written questions <ul style="list-style-type: none"> • County Councillor report and questions – Cllr Tony White • Borough Councillors reports and questions – Cllrs Bullen, Ratcliffe & Tyler (Apologies received from Cllr Patel) • Police if present • Public Participation
005	To approve the minutes of the extraordinary Full Council meeting on 28 June 2022
006	Councillors Questions

007	To agree payment of Bills excluding salaries
008	To accept the recommendation from the following Committees 008.1 Finance Committee – 24 May 2022 008.2 Planning and Environment Committee – 03 May 2022, 07 June 2022 & 22 June 2022 008.3 Human Resources Committee – 24 June 2022 008.4 Downham In Bloom – 06 June 2022 008.5 Property Committee – 01 June 2022 008.6 Town Hall Committee – 08 June 2022
009	To receive an update on Allotment Land and agree actions to be taken
010	To receive an update on the purchase of 04 Market Place, Downham Market
011	To receive an update on staff move out of Paradise Road Office and agree actions
012	To receive an update on the Skate Park and agree actions to be taken
013	To receive an update on the functionality of the Town Water Fountain and agree actions to be taken
014	To approve the Council Insurance Policy renewal
015	To approve a Swift Policy suggested by Borough Cllr Bullen
016	To agree the updated Safeguarding Policy
017	To receive an update from Fields In Trust in respect of the agreement between Downham Market Town Council and Fields In Trust on the Queen Elizabeth II Playing Field
018	To discuss staffing requirements during private hire of the Town Hall
019	To accept the Terms of Reference of Human Resources Committee
020	Confidential Items To consider a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public and press 020.1 To discuss staffing matters
021	To submit items for next agenda
022	To confirm the date of the next Full Council meeting – currently 20 September 2022

END