

I give notice of a meeting and summon members to attend a meeting of the Full Council on Tuesday 03 March 2026 at 7pm in Downham Market Town Hall, Bridge Street, Downham Market PE38 9DW.

The meeting will be recorded and uploaded to YouTube:

<https://www.youtube.com/channel/UCy8Z5I4jHqydpOkOivqqb8g/featured>

Members of the public are welcome to attend this meeting.

**Signed - Claire Dornan**

**Role - Town Clerk**

**Date of Issue - 26 February 2026**

## Agenda

### **1. Apologies for Absence**

To receive and note apologies for absence.

### **2. Declarations of Interest**

To receive Declarations of Interest and consider any requests for Dispensations. Members are reminded to declare any interests, including Disclosable Pecuniary Interests, in accordance with the Town Council's Code of Conduct.

### **3. Public Forum**

3.1 County Councillor and Borough Councillors

3.2 Police

3.3 Members of the Public

### **4. Co-option – East Ward Vacancy**

To consider the applications received for the East Ward vacancy and agree any necessary actions.

### **5. Presentation – Downham Town Football Club**

To receive a presentation from Downham Town Football Club.

### **6. Minutes**

To approve the Minutes of the Full Council Meeting held on 10 February 2026.

### **7. Grant Application – Eternity Downham Market (Foodbank)**

To consider a grant application from Eternity Downham Market (Foodbank) and agree a response.

### **8. Downham Market & Downham West Joint Burial Board**

To receive the report from the Downham Market & Downham West Joint Burial Board.

### **9. Christmas Light Switch On Event – Entertainment Proposal**

To consider a proposal to engage professional stilt-walking performers with integrated LED elements to provide roaming festive entertainment at the Christmas Light Switch On event. Proposed by: Cllr B Moyses Seconded by: Cllr Leivers

**10. Working Parties – Membership**

To review and agree membership of the following Working Parties:

10.1 Jubilee Community Centre Site – Terms and Conditions of Use

10.2 Jubilee Community Centre Site – Business Plan

10.3 Grounds Maintenance

**11. Property Committee – Terms of Reference**

To consider the amended Property Committee Terms of Reference and agree actions in respect of items proposed for removal.

**12. To discuss and agree actions on formally dissolving the Governance and Finance Committee with immediate effect and create a new Finance and General Purpose Committee. Proposal Cllr B Moyses Seconded Cllr Pegg**

**13. Draft Council Business Plan**

To consider the draft Business Plan for the Council and agree actions.

**14. Market Trader Request**

To consider a request from a market trader to allow vehicles to stand on the market and agree a response.

**15. Use of the Town Hall – Community Requests**

To consider approval of free use of the Town Hall on a Saturday (between 10.00am and 12.30pm) by:

RAF retiree Graham Spark MBE for a photography exhibition; and

St John Ambulance for free public First Aid sessions; Subject to appropriate

arrangements, including receipt of Public Liability Insurance and a Risk Assessment from St John Ambulance. Proposed by: Cllr Sims Seconded by: Cllr Wiles

**16. Love Your Market Town – Grant Application**

To consider agreement in principle to submit grant application(s) under the “Love Your Market Town” programme. Proposed by: Cllr Wiles Seconded by: Cllr Sims

**17. Councillors’ Questions and Future Agenda Items**

To receive Councillors’ questions and suggestions for future agenda items.

**18. Date of Next Meeting**

To note that the next Full Council Meeting will be held on 14 April 2026 at 7.00pm in the Town Hall.