



LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
THETFORD TOWN COUNCIL AMENITIES COMMITTEE

YOU ARE HEREBY SUMMONED TO ATTEND THE AMENITIES COMMITTEE MEETING WHICH WILL BE HELD IN THE COUNCIL CHAMBER, KINGS HOUSE, ON TUESDAY 5 SEPTEMBER 2023 STARTING AT 6.00 PM.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. A RECORDING OF THE MEETING CAN ALSO BE VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS AFTER THE MEETING HAS BEEN HELD

Tina Cunnell BSc (Hons)
Town Clerk
31 August 2023

(NOTE: WITH EFFECT FROM 17 MAY 2023, THE AMENITIES COMMITTEE OVERSEES THE CEMETERY)

AGENDA

255/23	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
256/23	<u>APOLOGIES FOR ABSENCE</u> To receive.
257/23	<u>MINUTES AMENITIES COMMITTEE</u> To confirm the minutes of the Amenities Committee meeting held on 1 st August 2023, as a true record and be signed/initialled by the Committee Chairman. Decision required: To agree accuracy of minutes. Lead: Committee Clerk.
258/23	<u>BURIAL ADMINISTRATOR'S CEMETERY REPORT</u> To receive and discuss the Cemetery report from the Burial Administrator. Decision required: To note the report. Lead: Burial Administrator.
259/23	<u>TOWN TEAM MANAGER'S REPORT</u> To receive and discuss the report from the Town Team Manager.

	<p>Decision required: To note the report. Lead: Town Team Manager.</p>
260/23	<p><u>PRELIMINARY FINANCIAL REPORT (AMENITIES)</u> To receive and discuss the preliminary Amenities Financial Report for the five months ended 31 August 2023. Decision required: To note the financial report. Lead: Finance Officer.</p>
261/23	<p><u>PRELIMINARY FINANCIAL REPORT (CEMETERY)</u> To receive and discuss the preliminary Cemetery Financial Report for the five months ended 31 August 2023. Decision required: To note the financial report. Lead: Finance Officer.</p>
262/23	<p><u>SMALL GRANTS</u> To consider a small grant application that has been previously circulated to Committee councillors. Decision required: To consider and approve the small grant application received. Lead: Finance Officer.</p>
263/23	<p><u>REVISED OPEN SPACE POLICY</u> To review and discuss the revised Open Space Policy. Decisions required: To approve the revised Open Space Policy. If approved, to determine the date it takes effect. Leads: Chair and Finance Officer.</p>
264/23	<p><u>REVISED SMALL GRANT POLICY</u> To review and discuss the revised Small Grant Policy. Decisions required: To approve the revised Small Grant Policy. If approved, to determine the date it takes effect. Leads: Chair and Finance Officer.</p>
265/23	<p><u>REQUEST TO HOLD AN EVENT ON FORD MEADOW/BARNHAM CROSS COMMON</u> To consider an event application by BFER to lead 2 guided walks in Thetford as part of the Walk Norfolk festival. Decision required: To approve the event and set out any conditions deemed necessary. Leads: Chair and Finance Officer.</p>
266/23	<p><u>HERITAGE MASTERPLAN: ST PETER'S CHURCH PROJECTS</u> To consider the projects identified in the Heritage Masterplan for St Peter's Church. Decision required: To select the projects the Committee believes should be in the Heritage Masterplan in respect of St Peter's Church. Lead: Chair and Finance Officer.</p>
267/23	<p><u>COSTED TOILET CLEANING OPTIONS</u> To consider the costing of the toilet cleaning options identified in the previous Committee meeting. Decision required: To decide on an option or to request additional information to be presented at future Committee meetings. Lead: Chair and Finance Officer.</p>

268/23	<p><u>UPDATE ON MANAGEMENT PLAN PRESENTATIONS</u> To update the Committee on the presentations received on the Management Plans. To discuss proposed actions to guide the officers in implementing the action plans in the Management Plans. Decision Required: To agree a way forward in implementing the Management Plans Leads: Chair and Officers.</p>
269/23	<p><u>CORRESPONDENCE</u> To update the Committee on any correspondence received. Decision Required: To note the correspondence. Lead: Officers.</p>
270/23	<p><u>ACTION POINTS FROM PREVIOUS MEETINGS</u> To review the action points carried forward from previous meetings. Decision Required: To note the action points. Lead: Chair.</p>
271/23	<p><u>COMMUNITY ENGAGEMENT</u> To discuss and agree any consultation or media release required. Decision Required: To approve media release if required. Lead: Chair.</p>
272/23	<p><u>COMMITTEE OFFICERS UPDATE</u> To receive any update from the Committee Officer since the issue of the agenda. Decision required: None. Lead: Committee Officer.</p>