



**LOCAL GOVERNMENT ACT 1972  
NOTICE OF A MEETING OF  
THETFORD TOWN COUNCIL COMMUNITY AND ENVIRONMENTAL  
SERVICES COMMITTEE**

YOU ARE HEREBY SUMMONED TO ATTEND THE COMMUNITY AND ENVIRONMENTAL SERVICES COMMITTEE MEETING WHICH WILL BE HELD IN THE COUNCIL CHAMBER, GUILDHALL, ON TUESDAY 4 JUNE 2024 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

*Alan Yorke*

Alan Yorke  
Acting Town Clerk  
30 May 2024

**AGENDA**

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| 54/24 | <b><u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u></b><br>To receive any additional interest not already registered.  |
| 55/24 | <b><u>APOLOGIES FOR ABSENCE</u></b><br>To receive.   |
| 56/24 | <b><u>MINUTES</u></b><br>To confirm the minutes of the former Amenities Committee meeting held on 2 April 2024 which were received by Council on 30 April 2024, as a true record and be signed/initialled by the Committee Chairman.<br>Decision required: To agree accuracy of the minutes.<br>Lead: Committee Clerk. |
| 57/24 | <b><u>TERMS OF REFERENCE</u></b><br>To approve the Terms of Reference of the Community and Environmental Services Committee.<br>Decision required: To recommend the Terms of Reference to Full Council.<br>Leads: Chair and Acting Town Clerk.   |
| 58/24 | <b><u>TOWN TEAM MANAGER'S REPORT</u></b><br>To receive and discuss the report from the Town Team Manager.<br>Decision required: To note the report.<br>Lead: Town Team Manager.  |

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| 59/24 | <p><b><u>BURIAL ADMINISTRATOR'S REPORT</u></b><br/> To receive and discuss the report from the Burial Administrator.<br/> Decision required: To note the report.<br/> Lead: Town Team Manager.</p>   |
| 60/24 | <p><b><u>ALLOTMENTS REPORT</u></b><br/> To receive and discuss the report from the Allotments Officer.<br/> Decision required: To note the report.<br/> Lead: Town Team Manager.</p>   |
| 61/24 | <p><b><u>MARKET REPORT</u></b><br/> To receive and discuss the report from the Market Co-ordinator.<br/> Decision required: To note the report.<br/> Lead: Town Team Manager.</p>  |
| 62/24 | <p><b><u>SMALL GRANTS</u></b><br/> To consider Small Grant Applications that have been previously circulated to Committee Councillors.<br/> Decision required: To approve the Small Grant Applications received.<br/> Leads: Chair and Acting Town Clerk.</p>  |
| 63/24 | <p><b><u>SUPPORT OF THE CLIMATE AND NATURE BILL</u></b><br/> To discuss and decide whether to sign up as a supporter of the Climate and Nature Bill.<br/> Decision required: To decide whether to sign up as a supporter of the campaign and agree to the four requested actions.<br/> Lead: Councillor Hazel McCambridge.</p>       |
| 64/24 | <p><b><u>BIODIVERSITY POLICY &amp; ACTION PLAN</u></b><br/> To review the implementation of a biodiversity policy in line with the model policy supplied by NALC.<br/> Decision required: Implementation of a policy and action plan of the town council's objectives for biodiversity.<br/> Lead: Councillor Hazel McCambridge.</p> |
| 65/24 | <p><b><u>UNLOCKING THETFORD'S POTENTIAL FUND</u></b><br/> To review and confirm the results of unlocking Thetford's Potential Fund.<br/> Decisions required: To ratify the results of the public vote.<br/> Leads: Chair and Acting Town Clerk.</p>  |
| 66/24 | <p><b><u>HEALTH &amp; SAFETY MATTERS</u></b><br/> To update the Committee on any health &amp; safety matters that have arisen since the last meeting.<br/> Decision required: To note the update.<br/> Leads: Councillor Chris Harvey and Officers.</p>  |
| 67/24 | <p><b><u>CORRESPONDENCE</u></b><br/> To update the Committee on any correspondence received or to be sent.<br/> Decision required: To note the correspondence.<br/> Leads: Officers.</p>   |
| 68/24 | <p><b><u>ACTION POINTS FROM PREVIOUS MEETINGS</u></b><br/> To review the action points carried forward from previous meetings.<br/> Decision required: To note the action points.<br/> Lead: Chair.</p>  |

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| 69/24 | <b><u>COMMUNITY ENGAGEMENT</u></b><br>To discuss and agree any consultation or media release required.<br>Decision required: To approve any media release that is required and to specify in what format the media release should take (social media posts and/or press releases).<br>Lead: Chair. |
| 70/24 | <b><u>COMMITTEE OFFICERS UPDATE</u></b><br>To receive any update from the Committee Officer since the agenda for this meeting was issued.<br>Decision required: To note the update.<br>Lead: Committee Officer.  |