



Swafield and Bradfield Parish Council

NOTICE OF MEETING

The Ordinary Parish Council Meeting
will be held on

Tuesday 14th July 2020 via Zoom reference number 6762489687

It will start **at 7:00 pm**

Everyone is cordially invited to attend – contact Clerk **in advance for passcode**

Elaine Pugh
Clerk to Swafield and Bradfield Parish Council
swafieldandbradfieldpc@gmail.com
01692 402998

6th July 2020

AGENDA

1. **APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.
2. **DECLARATIONS OF INTEREST AND DISPENSATION-**
To receive declarations of interest in agenda items and individual dispensations
3. **MINUTES** - To approve the minutes of the ordinary meeting of 10th March 2020
4. **PARISH MEETING** – to note the draft minutes of the Annual Parish Meeting held on 10th March 2020
5. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20**
 1. To receive the accounts for 2019-20
 2. To receive and consider internal auditor's report for 2019-2020
 3. To consider completion of Certificate of Exemption for 2019-2020
 4. To consider and complete Sections 1 & 2 of the Annual Return for 2019-2020
6. **FINANCE**
 1. To receive bank reconciliation and note receipts and review reserves
 2. To consider applications for grant aid
 3. To consider donation to Cromer Community Hospital Friends – Cancer Unit
 4. To approve payments and sign cheques – schedule attached

7. **MATTERS ARISING** - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda
- 1 **SAM2** – figures circulated
 - 2 **Bradfield Common** – NWT see written report
 - 3 **Highways Matters**
Hedges along Bradfield Road – reported – 160535
Grips reported – Knapton Rd and The Street - 160540
Depression of The Street – 163517 - investigating
30mph roundels and white lining – 163582 - investigating
Bleeding tar – 163518 – being monitored no action to be taken
 - 4 **Swafeld Village Hall**
 - 5 **Village Matters**
 6. **Website**
8. **TO CONSIDER APPLICATION TO THE NCC PARISH PARTNERSHIP SCHEME 2021/2022**
9. **REPORTS** - to received reports from County and District Councillors and Norfolk Police
10. **ADJOURNMENT** - To adjourn the meeting to receive reports/comments from Members of the public and those with a disclosable interest on agenda items

11. **TO CONSIDER AND REVIEW PLANNING**

Planning	Address	Details	Outcome
20/0579	Barbers Cottage, The Street	Single storey lean-to rear extension	Approved
20/0272	NEPC Livery Yard, Bradfield Road	Conversion of barn and external alterations incl insertion of rooflights to form 2 no dwellings	Approved

11.1 **TO CONSIDER ANY OTHER PLANNING ISSUES**

- The Staithe Lodge – incorrect windows fitted
- Siting of mobile home located at the Orchard, Common Lane, Bradfield together with installation to main sewerage

12. **TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING**

13. **NEXT MEETING** - to confirm date of next ordinary meeting – 15th September 2020

MARCH – JULY - CORRESPONDENCE RECEIVED

NCC re Swafield Bridge aimed to be repaired in October 2020
 Complaints raised by residents regarding Staithe Lodge – issues forwarded to
 NNDC Planning in writing and via telephone
 Monthly update – Ed Maxfield
 Various residents' complaints regarding mobile home at the Orchard,
 Common Road
 NCC Parish Partnership Scheme 2021/2022
 Norfolk Police – community update
 NCC – Parish Partnership Scheme
 Swafield Church – thank you for donation of £300
 NNDC – consultation on Hackney and Private Hire Policy and Handbook
 Clerks & Councils Direct
 UK Debt Management Office – Total outstanding from loan £1,200
 NNWT – update and suggestions for additional cutting

Swafield and Bradfield Parish Council			
B/S 31/32	Balances brought forward	1st June 2020	14,663.53
Funds out/cheques written			MAY/JUNE month 3 and 4
Date	Cheque number	Payee	Amount
15.05.20	280	Trunch PCC	300.00
15.05.20	281	Steve Jackman	247.50
12.05.20	282	Elaine Pugh	390.61
28.05.20	283	HMRC	75.60
Total cheques			1,013.71
Reconciled balance			13,649.82
Funds received			
	NIL		-
Total reconciled in bank			13,649.82
Date	Cheque	Payee	Amount
14.07.20	284	Stuart Hutcheson	35.00
14.07.20	285	Charlie Silvester ME Anderson	95.83
14.07.20	288	Dungar	40.00
14.07.20	286	HMRC	75.60
14.07.20	287	Elaine Pugh	390.61
Total cheques			637.04
Less cheques raised			13,012.78
Signed:		_____	
Signed:		_____	
Signed RFO		Elaine Pugh	
Date:		14th July 2020	

