



Swafield and Bradfield Parish Council

NOTICE OF MEETING

An ordinary meeting of the Council
will be held on

Tuesday 10 March 2020 in the Village Hall, The Street, Swafield
It will follow the Annual Parish Meeting which commences at **7:00 pm**
Everyone is cordially invited to attend

You are hereby summoned to attend an ordinary meeting of Swafield and Bradfield Parish Council to be held on **Tuesday 10th March 2020 in the Village Hall, The Street, Swafield** for transacting the business below.

The meeting will start following the Annual Parish Meeting which will commence at 7.00pm

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

3 March 2020

AGENDA

1. **APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.
2. **DECLARATIONS OF INTEREST** - To receive declarations of interest in agenda items and dispensations
3. **MINUTES** - To approve the minutes of the ordinary meeting of 21 January 2020ⁱ
4. **MATTERS ARISING** - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda.
5. **REPORTS** - to receive reports as available from
 1. County Councillor
 2. District Councillor
 3. Norfolk Constabulary (circulated)
 4. To receive report from the recent SNAP meeting
6. **ADJOURNMENT** - To adjourn the meeting to allow members of the public and those with a disclosable interest in agenda items to speak (3 minutes each)

7. PLANNING

1. To consider Planning Applications received

| APP NO | LOCATION | APPLICATION | COMMENT |
|---------|--|--|---------------------------------|
| 20/0272 | NEPC Livery Yard, Bradfield Road, Swafield | Conversion of barn and external alterations including insertion of rooflights to form 2 no dwellings | Circulated closing date 17.3.20 |

2. To note applications determined by District Council:

8. HIGHWAY MATTERS

1. SAM2 – to receive update
2. Bridge repairs – update
3. Other Highway Matters

9. TO RECEIVE MATTERS RELATING TO BRADFIELD COMMON

10. TO CONSIDER EXPENDITURE REQUIRED FOR VILLAGE NOTICEBOARDS

11. WEBSITE PROVISION

12. CORRESPONDENCE - to consider correspondence received schedule attached

13. FINANCE

1. To confirm appointment of internal auditor
2. To review banking provider or update banking mandate
3. To receive bank reconciliation, note receipts and balances
4. To consider request for donation from Swafield and Bradfield PCC
5. To approve payments and sign cheques:

14. TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER TO NEXT MEETING

1. Reports from Councillors
2. Village Matters

15. NEXT MEETING - to confirm date of **Annual Meeting of the Council** - 12th May 2020 commencing at 7pm

The items below are supplied to Councillors will be available on the Council's website

ⁱ Minutes of previous meeting

Schedule of correspondence – March 2020

NNDC – Mammoth Marathon – Deep History Coast

Cromer Community and Hospital Friends – request for donation new 2020 Cancer Unit

NNDC – Victory in Europe 75th Anniversary and the Battle of Britain Day 80th Anniversary Celebrations

Norfolk Police – Newsletter

NNT&Parish Forum – update Minutes 22.1.2020

NCC – white road markings – should be completed in the better months

NCC – Highways – responses to enquiries

Swafield and Bradfield PCC request for grant towards upkeep of Churchyard

NNDC – Planning - 20/0272

Payments to be agreed

Elaine Pugh – Clerk £tba

HMRC £tba

Swafield and Bradfield PCC £tba