



Swafield and Bradfield Parish Council

NOTICE OF MEETING

The Ordinary Parish Council Meeting
will be held at 7.00pm on

Tuesday 8th August 2023 in the Village Hall, The Street, Swafield

Members of the community and press are welcome to attend

You are hereby summoned to attend the above meeting of Swafield and Bradfield Parish Council.

APOLOGIES TO THE CLERK IN ADVANCE.

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

1st August 2023

AGENDA

1. **TO RECEIVE REPORT FROM THE CHAIR** – on the social and other activities in the Parish since the previous Parish Council Meeting.
2. **APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.
3. **DECLARATIONS OF INTEREST AND DISPENSATION-**
To receive declarations of interest in agenda items and authorise individual dispensations
4. **MINUTES**
 - 4.1 To acknowledge receipt of the Annual Parish Meeting -9th May 2023
 - 4.2 To approve Minutes of Annual Parish Council Meeting – 9th May 2023
5. **ADJOURNMENT** - To adjourn the meeting to receive reports/comments from District and County Council members of the public and those with a disclosable interest on Agenda items
6. **CLERK REPORTS & MATTERS ARISING** - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda
 - 6.1 **SAM2** – figures to be downloaded
 - 6.2 **Bradfield Common** – recently cut back by NWT
 - 6.3 **Relocation of Post box** – written to Post Office
 - 6.4 **Website upgrade** - completed

HIGHWAYS MATTERS

Repair of Swafield Bridge	Work progressing
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7. TO CONSIDER AND REVIEW PLANNING

23/1423	Hill Fruit Farm	Change of use of land to seasonal glamping with 5 serviced bell tents – no objections
23/1128	The Nest, The Street	Proposed conv of garage to holiday units – no objections
23/1061	Animal Magic Dog Club	Use of land for community dog training – no objections
23/0094	The Farm Shop, The Street	Siting of storage containers, portacabin office, and portable fridge and freezer units - approved
23/0651	Swafield Hall, Knapton Rd	Installation of ground mounted solar PV array of up to 49 panels - approved

8. TO REVIEW CORRESPONDENCE AND TAKE APPROPRIATE ACTION

9. FINANCE ⁱ

- 9.1 To receive bank reconciliation and note receipts and review reserves
- 9.2 To approve payments and sign cheques
- 9.3. To agree new bank signatures and amend Mandate
- 9.4 To consider application to the NCC Parish Partnership Scheme
- 9.5 To consider items for the November Precept request

10. **TO CONSIDER** three priorities for the Council during the current 4-year term and agree priorities

11. **TO RECEIVE ITEMS RELATING TO VILLAGE MATTERS**

12. **TO RECEIVE COUNCILLOR REPORTS**

13. **TO RECEIVE COUNCILLOR ITEMS FOR THE NEXT AGENDA**

14. **TO CONFIRM THE DATE OF THE NEXT ORDINARY PARISH COUNCIL MEETING** - 14TH November 2023 – 7.00pm Swafield Village Hall

ⁱ Bank Rec

MAY-AUGUST-2023 – CORRESPONDENCE RECEIVED

The Norfolk Marathan – Sunday 28 th April 2024	Circulated
PFK Littlejohn – receipt of notice and exempt status	Noted
NNDC – Town & Parish Council Engagement Forum 13/9	Circulated
NNDC – Member’s forms not received	Circulated
NCC – notice re closure of Swafield Bridge repairs	Circulated
NWT – Bradfield Common Scything	Circulated/noted
Norfolk Police - snapshot	Circulated
Councillor – 3 accidents along the Knapton Road	Noted on list
NCC – County Councillor report	Circulated
Bradfield residents re Land at the Orchard	Circulated
NCC – Highways Inspection July 23	Noted
NCC – Parish Partnership Bid – 50/50 Scheme – 24/25	Agenda
NNDC – Chitting Barn – Lawful Development	Circulated
NNDC – defibrillator funding nationwide	Noted
NPTS – thank you for subscription	Noted
Vattenfall information	Noted
Norfolk Police – Community snapshot	Circulated

PAYMENTS TO BE AGREED AT THE MEETING

Payee	Amount
Elaine Pugh	642.81
HM Revenue & Customs	117.20
Stuart Hutcheson (website retaining of name)	35.00
Steve Jackman - upgrade of website	135.00
Aylsham Computers	78.00
NPTS - Councillor training	88.00
Elaine Pugh - reimburse WIX	108.00
Total cheques	1,204.01