



SWAFIELD AND BRADFIELD PARISH COUNCIL

NOTICE OF MEETING

5th May 2026

Dear Sir/Madam

You are hereby summoned to attend the Ordinary Council Meeting of Swafield and Bradfield Parish Council to be held at the St Nicholas Church, Swafield on **12th May 2026, 7pm**, for the purpose of transacting the business listed on the agenda below.

Yours faithfully

Denise Revell

AGENDA

- 1. Election of Chairman**
- 2. Election of Vice Chairman**
- 3. To receive Apologies for Absence**
 - 3.1 To consider apologies for absence
- 4. Declarations of Interest and requests for dispensations**
 - 4.1 To consider declarations of interest and requests for dispensations
- 5. Minutes of previous meetings**
 - 5.1 To consider and agree the minutes of the meeting held on the **10th February 2026**
- 6. Chairman's Report**
- 7. Public Participation Time**

The meeting will be adjourned for a period of 15 minutes) to allow Members of the Public to speak, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak. Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.
- 8. Matters arising from previous meetings**

To report on progress on items from previous meetings. No decisions may be Taken

 - 8.1 Land Registry Bradfield Common - Ongoing
- 9. Planning**

None
- 10. Finance**
 - 10.1 To consider and agree the bank reconciliation of accounts
 - 10.2 To receive the budget update
 - 10.3 To receive the internal auditors report
 - 10.4 To consider, agree and sign the AGAR
 - 10.5 To consider and agree the dates for the Public Right to Inspect
 - 10.6 To consider and agree any requests for donations

10.7 To consider and agree the Payments and Receipts

11. Policies, Documents, Communications and Training

11.1 To consider and agree the Council's Privacy Notice

12. Events

None

13. To report any other business

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

14. Correspondence

To consider any correspondence and agree responses thereto

15. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be held on **11th August 2026, 7pm, St Nicholas Church**