



SWAFIELD AND BRADFIELD PARISH COUNCIL

MINUTES

**Parish Council Meeting held at 7:00pm on
10th February 2026 in the Village Hall, The Street, Swafield**

1. To receive Apologies for Absence

a. To consider and agree apologies for absence

Cllr McLean sent her apologies and they were accepted by the council

2. Declarations of Interest and requests for dispensations

a. To consider and agree declarations of interest and requests for dispensations

None received

3. Minutes of previous meetings

a. a. To consider and agree the minutes of the meeting held on the **11th November 2025**

The minutes of the meeting held on the 11th November 2025 were agreed and signed at the meeting

4. Co-option

a. To consider and agree applications for co-option onto the council

None received

5. Chairman's Report

The Chairman passed on the Clerks apologies for not holding the January meeting, this was due to a clerical issue.

An update was given on the current position of the Church regarding heating an electrical installation that has recently taken place.

He reported that meetings were being held with Highways regarding a path to the church and the possibility of Village Gates being installed. There are also talks being undertaken to try to reduce the speed limit on the Trunch Road

The website for [St Nicks Art Centre](#) has been launched, information about events is detailed on their website, 20 events have been arranged for the next 6 months, with the Grand Opening, on the 20th March. Saunders Coaches have put on a free bus service between the Railway Station and Trunch.

The Graveyard is being tidied up on the 28th February and volunteers would be appreciated

6. 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.

Cllr Maxfield spoke about speed reduction measures and the possibility of the council installing SLOW DOWN signs on the Trunch Road, land owner permission would be needed but he would also speak to Highways about the issue

The matter of the white lines on the bridge needed to be reinstated was brought to the attention of the council

The council also discussed the poor state of the Swafield/Trunch Junction, the badly damaged surface to the road on the entrance to the Street, the pot hole outside the Old Rectory and the broken road sign near the bus shelter - The Clerk would report these issues to Highways

7. Matters arising from previous meetings

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

a. Land Registry Bradfield Common - ongoing, additional evidence provided to the Land Registry

8. Planning

PF/26/0122 Duke House, The Street, Swafield - Two story extension

The council agreed to support this planning application

9. Finance

a. To consider and agree the bank reconciliation of accounts

The bank reconciliation of accounts were agreed

b. To receive the budget update

The budget update was noted

c. To consider and agree the Payments and Receipts

The following payments and receipts were agreed

PAYMENTS			
DATE	PAYEE	DESCRIPTION	AMOUNT
30.10.2025	D Revell	Salary	£329.40
11.11.2025	St Nicholas Church	Grant	£350.00
11.11.2025	Swafield Village Hall	Grant	£350.00
30.11.2025	D Revell	Salary	£329.40
30.12.2025	D Revell	Salary	£329.40
30.01.2026	D Revell	Salary	£329.40
10.02.2026	PKF	Audit Fees	£48.00
10.02.2025	D Revell	Expenses	£21.59
RECEIPTS			
DATE	PAYEE	DESCRIPTION	AMOUNT
12.01.2026	Norfolk County Council	Bus Shelter Repair Grant	£440.00

10. Policies, Documents, Communications and Training

None

11. 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

12. Correspondence

To consider any correspondence and agree responses thereto

a. Email regarding Speed of Traffic between Swafield and Trunch

The Chairman was liaising with Trunch Parish Council and Highways to try and get the speed limit on the road reduced

b. Email regarding Village Gates

The Chairman will liaise with Highways regarding village gates for the Trunch Entrance to the village

13. Date of the Next Meeting

To confirm that the date of the next meeting of the Parish Council will be held on **12th May 2026, 7pm, Swafield Village Hall**