



SWAFIELD AND BRADFIELD PARISH COUNCIL

NOTICE OF MEETING

13th February 2024

Dear Sir/Madam

You are hereby summoned to attend the Ordinary Council Meeting of Swafield and Bradfield Parish Council to be held at the Swafield Village Hall on 20th February 2024, 7pm, for the purpose of transacting the business listed on the agenda below.

Yours faithfully

Denise Revell

AGENDA

- 1. To receive Apologies for Absence.**
 - 1.1 To consider and agree apologies for absence
- 2. Declarations of Interest and requests for dispensations**
 - 2.1 To consider and agree declarations of interest and requests for dispensations
- 3. Minutes of previous meetings**
 - 3.1 To agree and sign the minutes of the Ordinary Council Meeting held on the 11th December 2023
- 4. Co-option**
 - 4.1 To consider and agree co-option on to the council
- 5. Chairman's Report**
- 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.
- 7. Matters arising from previous meetings**

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

 - 7.1 Change of address for the bank account is progressing
 - 7.2 Cllr Marshall has been booked onto Planning training
 - 7.3 The precept request has been sent to NNDC
- 8. Planning**

None

9. Finance

- 9.1 To receive budget
- 9.2 To consider and agree the bank reconciliation of accounts
- 9.3 To consider and agree paying for IT support
- 9.4 To consider and agree subscription to NALC
- 9.5 To consider and agree subscription to SLCC
- 9.6 To consider and agree Grant request
- 9.7 To consider and agree the payments and receipts
- 9.8 To consider and agree actions regarding Council's printer
- 9.9 To consider and agree the appointment of the internal auditor

10. Policies, Documents, Communications and Training

- 10.1 To consider and agree Standing Orders
- 10.2 To consider and agree Planning Protocol
- 10.3 To consider and agree Operation Menai Bridge Policy and all associated documents

11. Events

None

12. 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

13. Correspondence

To consider any correspondence and agree responses thereto

- 13.1 Email from The Countryside Charity regarding Light Pollution

14. Exclusion of the press and public

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded during the discussion of CONFIDENTIAL employment matters.

- 14.1 To consider and agree matters pertaining to employment issues

15. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 15th April 2024, Swafield Village Hall