



SWAFIELD AND BRADFIELD PARISH COUNCIL

NOTICE OF MEETING

4th December 2023

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 11th December 2023, 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 Extra-ordinary meeting held on the 28th October 2023 and the Ordinary Council meeting held on the 14th November 2023

4. Chairman's Report

5. 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.

6. Matters arising from previous meetings

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

7. Planning

None

8. Finance

8.1 To consider and agree the bank reconciliation of accounts

8.2 To consider and agree the budget and precept

8.3 To consider and agree the payments and receipts

9. Policies, Documents, Communications and Training

None

10. Events

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

13. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on TBA