



SWAFIELD AND BRADFIELD PARISH COUNCIL

MINUTES

**Parish Council Meeting held at 7:00pm on
13th May 2025 in the Village Hall, The Street, Swafield**

Those present: Boris Konoshenko (Chairman), Timothy Payne, Josh Marshall, John Amies

Members of the Public: 4

1. Election of Chairman

Cllr Konoshenko was elected as Chairman and signed the declaration of acceptance of office at the meeting

2. Election of Vice Chairman

Cllr McLean was elected Vice Chairman in her absence

3. To receive Apologies for Absence

3.1 To consider apologies for absence

Cllr McClean and Cllr Stone sent their apologies and these were accepted by the council

4. Declarations of Interest and requests for dispensations

4.1 To consider declarations of interest and requests for dispensations

Cllr Payne declared an interest in any item pertaining to the Church

5. Minutes of previous meetings

5.1 To consider and agree the minutes of the meeting held on the **11th March 2025**

The minutes of the meeting held on the 11th March 2025 were considered and agreed

6. Chairman's Report

The Chairman reported that the Road Safety measures have now been completed and gave his thanks to County Councillor P Neatherway for all of the help he had given.

The latest SAM 2 data showed that since the Road Safety measures had been implemented cars travelling above the speed limit had reduced considerably. New batteries have been installed in the SAM 2 but the internal battery needs to be replaced.

The Defib has been checked regularly and new pads were being installed at the end of the month

Cllr Konoshenko and Cllr Payne had attended the meetings regarding Devolution, Norfolk and Suffolk were to become joint.

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.

Parishioners enquired about the possibility of the council providing Dog waste bins for the village, the clerk would look into costings and report back at the next meeting

Queries were raised about the ease of finding information on the council's website,

Cllr Payne and the Clerk would look into this matter

District Councillor P Neatherway tendered his apologies for not letting the council

know in advance that he had requested that Highways install a stop line at the bridge, this work should have been carried out at the time that the Road Safety measures were put in place, but it had been missed of the works schedule
The council asked Cllr Neatherway if there could be reflectors added to the second bridge, he would make enquiries.

Cllr Neatherway also reported on Devolution, proposals moving forward for Norfolk and Suffolk may lead to three Unitary Councils

8. Matters arising from previous meetings

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

8.1 Memorial plaque R F Hayward - after investigations were made, it appears that there is already a bench in the village commemorating R F Hayward

8.2 Land Registry Bradfield Common - ongoing, likely to be completed 2026

9. Planning

None

10. Finance

10.1 To consider and agree the bank reconciliation of accounts

The Council considered and agreed the bank reconciliation of accounts

10.2 To receive the budget update

The budget update was noted

10.3 To receive the internal auditors report

The internal auditors report was noted

10.4 To consider, agree and sign the AGAR

The AGAR was considered and agreed and signed at the meeting

10.5 To consider and agree the dates for the Public Right to Inspect

The dates for the Public Rights to inspect was agreed

10.6 To consider and agree making a donation for the upkeep of Bradfield Common

The Council agreed to make a donation towards the cutting of Bradfield Common

10.7 To consider and agree any requests for donations

The Council considered the requests for donations, but they had already allocated all of their budget to other causes within the parishes of Swafeld and Bradfield

10.8 To consider and agree the Payments and Receipts

The following payments and receipts were agreed

PAYMENTS			
DATE	PAYEE	DESCRIPTION	AMOUNT
28/02/2025	D Revell	Salary	£300.85
30/03/2025	D Revell	Salary	£300.85
12/03/2025	NPTS	Subscription	£57.50
30/04/2025	D Revell	Salary	£300.85
02/02/2025	ICO	Subscription	£52.00
30/04/2025	R Canwell	Internal Audit	£25.00
13/05/2025	D Revell	Expenses	£11.67
RECEIPTS			
DATE	PAYEE	DESCRIPTION	AMOUNT
28/04/2025	NNDC	Precept 1st Installment	£2,832.50

10.9 To receive update on opening the Unity Account

The council were awaiting on further piece of ID for councillors

11. Policies, Documents, Communications and Training

None

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

14.1 To consider options regarding second SAM 2 sign

The council discussed the options for the second SAM 2 sign and it was agreed that they would move forward with the Parish Partnership Scheme and purchase a New SAM 2

15. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be held on
12th August 2025, 7pm, Swafield Village Hall

Meeting Closed: 7:45

DRAFT