



# SWAFIELD AND BRADFIELD PARISH COUNCIL

## MINUTES

**Parish Council Meeting held at 7:00pm on  
11th August 2026 in the Arts Centre, St Nicholas Church,  
Swafield**

Present: Cllr Konoshenko, Cllr McLean, Cllr Payne, Cllr Starling and Cllr Amies  
Public: 3

**1. To receive Apologies for Absence**

1.1 To consider apologies for absence  
None received

**2. Declarations of Interest and requests for dispensations**

2.1 To consider declarations of interest and requests for dispensations  
Cllr Payne declared an interest in item 12 on the agenda

**3. Minutes of previous meetings**

3.1 To consider and agree the minutes of the meeting held on the **12th May 2026**  
The minutes of the meeting held on the 12th May 2026 were agreed and signed at the meeting

**4. Chairman's Report**

The Chairman reported on the Road Safety survey that had been undertaken in June, no results were available at the time of the meeting. He also reported that there had been markings appearing on the road, hopefully repairs to the road surface would be carried out soon.

The Village Fete was well attended with approximately 730 people in attendance.

Just less than £5,000 was raised. Things are going well in the Village.

**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.*

District Councillor Peter Neatherway had nothing to report at the meeting.

County Councillor Mal Gray reported that roadworks would be carried out after the Summer season had ended, and that Highways are trying to link up with other services to try and make sure that after resurfacing roads are not then dug up. There is a new CEO at County Hall

**6. Matters arising from previous meetings**

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

6.1 Land Registry Bradfield Common - Ongoing - There has been an enquiry regarding a boundary line at Beth Sheen, but hopefully this has been dealt with.

6.2 Speed Survey Trunch Road - Undertaken in June, awaiting results

**7. Planning**

7.1 RV/26/1074 Farm Shop, The Street, Swafield - the council made no comment on this planning application

## 8. Finance

8.1 To consider and agree the bank reconciliation of accounts

The bank reconciliation of accounts were agreed

8.2 To receive the budget update

The budget update was noted

8.3 To consider and agree the Payments and Receipts

The following payments and receipts were agreed

| PAYMENTS   |          |             |         |
|------------|----------|-------------|---------|
| DATE       | PAYEE    | DESCRIPTION | AMOUNT  |
| 06.07.2026 | Wix      | Website     | £129.60 |
| 30.06.2026 | D Revell | Salary      | £329.40 |
| 30.07.2026 | D Revell | Salary      | £329.40 |
| 11.08.2026 | D Revell | Expenses    | £9.35   |
| RECEIPTS   |          |             |         |
| DATE       | PAYEE    | DESCRIPTION | AMOUNT  |
| NONE       |          |             |         |

## 9. Policies, Documents, Communications and Training

9.1 To consider and agree the Council's Financial Regulations

The Council's Financial Regulations were agreed

9.2 To consider and agree the Council's Standing Orders

The Council's Standing Orders were agreed

9.3 To consider and agree the Council's Planning Protocol

The Council's Planning Protocol was agreed

9.4 To consider and agree the Council's Data Protection Policy

The Council's Data Protection Policy was agreed

9.5 To consider and agree the Council's Data Retention Policy

The Council's Data Retention Policy was agreed

9.6 To consider and agree the Council's Code of Conduct Policy

The Council's Code of Conduct Policy was agreed

## 10. Events

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*

Swafield Village Hall - Arnold Keys have been instructed to value the property, the Trustees will meet and vote to agree the sale of the Hall, once agreed, public consultation will be undertaken

## 12. Correspondence

*To consider any correspondence and agree responses thereto*

12.1 Email Mal Gray - request for an area to be used as a Hope Garden

Tim Payne will contact the church to obtain permission for the Parish Council to use part

of the Churchyard to be used as a place for a Hope Garden

There were two late pieces of correspondence

12.2 Donation request from St Giles Church, Bradfield

The council agreed to consider this at the next meeting

12.3 Email from Trunch Parish Council regarding their Draft Neighbourhood Plan

Details circulated to Councillors

## 13. Date of Next Meeting

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

**10th November 2026, 7pm, Arts Centre, St Nicholas Church**