



SWAFIELD AND BRADFIELD PARISH COUNCIL

NOTICE OF MEETING

5th November 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 **12th November 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**
 - a. To consider and agree apologies for absence
2. **Declarations of Interest and requests for dispensations**
 - a. To consider and agree declarations of interest and requests for dispensations
3. **Minutes of previous meetings**
 - a. To consider and agree the minutes of the meeting held on the **9th July 2024**
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

 - a. Second SAM 2 - Parish Partnership applied for
 - b. Replacement SAM 2 Pole Trunch Road
 - c. Overgrown Hedge Bradfield Road/The Street Junction - Resolved
7. **Planning**
8. **Finance**
 - a. To consider and agree the bank reconciliation of accounts
 - b. To consider and agree the budget and set the precept
 - c. To consider and agree council's insurance
 - d. To consider and agree the Payments and Receipts
9. **Policies, Documents, Communications and Training**
10. **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

11. Correspondence

To consider any correspondence and agree responses thereto

a. Communication from the previous clerk regarding council Documents. Documents, including historical minutes from 1885 have been collected and are now with the current clerk.

12. Date of the Next Meeting

To confirm that the date of the next meeting of the Parish Council will be held on **11th March 2025, 7pm, Swafeld Village Hall**