



# SWAFIELD AND BRADFIELD PARISH COUNCIL

## NOTICE OF MEETING

2nd July 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 9th July 2024, 7pm, for the purpose of transacting the business listed on the agenda below.

Yours faithfully

*Denise Revell*

### AGENDA

1. **Election of Vice Chairman**
2. **To receive Apologies for Absence**
  - a. To consider apologies for absence
3. **Declarations of Interest and requests for dispensations**
  - a. To consider declarations of interest and requests for dispensations
4. **Minutes of previous meetings**
  - a. To consider and agree the minutes of the meeting held on the 14th May 2024
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*

  - a. Second SAM 2 - Investigations still ongoing
  - b. Replacement SAM 2 Pole Trunch Road
  - c. Overgrown Hedge Bradfield Road/The Street Junction
8. **Planning**
  - a. To consider and agree registering Bradfield Common with the Land Registry
  - b. To consider and agree planning application PF/24/1200, The Nest, The Street, Swafield. Demolition of detached garage/workshop and erection of single story side extension to provide annex
9. **Finance**
  - a. To consider and agree the bank reconciliation of accounts
  - b. To receive the budget update
  - c. To consider and agree the Payments and Receipts

d. To consider and agree opening a savings Account

**10. Policies, Documents, Communications and Training**

a. To consider and agree Council's Code of Conduct Policy

b. To consider and agree Council's Financial Regulations

**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*

a. Email from resident regarding planning application The Orchard, Bradfield Common

**14. Date of Next Meeting**

To confirm that the date of the next meeting of the Parish Council will be held on **13th September 2024, 7pm, Swafield Village Hall**