



# *Swafield and Bradfield Parish Council*

## **NOTICE OF MEETING**

An ordinary Meeting of the Council will be held on  
**Tuesday 6<sup>th</sup> March 2018 in the Village Hall, The Street, Swafield**

**This meeting will follow the Annual Parish Meeting which starts at 7.00pm**

Everyone is cordially invited to attend

R M Calvert  
Clerk to Swafield and Bradfield Parish Council

28 February 2018

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### **AGENDA**

- 1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST AND DISPENSATIONS**  
To receive declarations of interest in agenda items and dispensations
- 3. MINUTES** - To approve the minutes of the meeting of 23 January 2018<sup>i</sup>
- 4. MATTERS ARISING** - to receive information on matters arising from the minutes not mentioned elsewhere on the agenda.
- 5. CHAIRMANS REPORT**
- 6. REPORTS** - to receive reports from:
  - Police (monthly reports circulated)
  - County Councillor (monthly reports circulated)
  - District Councillor
- 7. ADJOURNMENT** - To adjourn the meeting to allow members of the public and those with a disclosable interest in agenda items to speak (3 minutes each)
- 8. PLANNING**
  1. To note Planning Applications received
  2. To note NNDC Notice of Decisions:  
Application PF/17/1964 - approved 18-01-2018
  3. To receive information on any other planning matters:
- 9. AUDITOR**  
To appoint internal auditor for 2017-18
- 10. STREET FURNITURE**
  1. To consider provision of bench on village green
  2. To review fixings on noticeboards

11. **FIRST TIME SEWERAGE** - To receive update as available
12. **FINANCE** <sup>ii</sup>
  1. To receive bank reconciliation and note receipts and approve reserves
  2. To consider grant applications from:
    - Swafield Village Hall towards maintenance of village green
    - Trunch Parochial Church Council towards maintenance of two churchyards
  3. To approve payments and sign cheques as circulated
  4. To approve direct debit for loan repayments
13. **VILLAGE EVENT 2018** - To consider arrangements and confirm date.
14. **SPEED AWARENESS AND COMMUNITY SPEED WATCH**  
To receive update and consider Village Gateways \*
15. **CORRESPONDENCE**  
Kickstart  
Norfolk Vanguard - update  
NCC – Norwich Western Link
16. **LOCAL HIGHWAYS, DRAINAGE AND INFRASTRUCTURE MATTERS**  
To receive updates and note reports.
17. **TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER TO NEXT MEETING**
18. **NEXT MEETING**  
To confirm date of Annual Parish Council meeting - 8<sup>th</sup> May 2018

*The items below are supplied to Councillors; they are available from the clerk on request unless marked 'confidential'*

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<sup>i</sup> Minutes of previous meeting

<sup>ii</sup> Finance papers