

**MINUTES OF THE MEETING OF THE
SWAFIELD AND BRADFIELD PARISH COUNCIL
HELD ON TUESDAY 4TH MARCH, 2014 AT 7.00 PM
IN THE VILLAGE HALL, SWAFIELD**

Present:-

Chairman - Cllr. E. Alexander, Vice-Chairman - Cllr. J. Hook,
Cllr. J. Amies, Cllr. N. Standing and Cllr. M. Starling.

District Councillor G. Jones.

Julie Chance - Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. T. Bullock, Cllr. B. Clabon and PCSO D. Fathalla.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

No declarations of interest or dispensations were received.

3. MINUTES OF THE MEETING HELD ON TUESDAY 21ST JANUARY 2014 AND THE SPECIAL MEETING HELD ON WEDNESDAY 12TH FEBRUARY 2014

The Minutes of the meeting held on Tuesday 21st January 2014, and the special meeting held on Wednesday 12th February 2014, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. PUBLIC PARTICIPATION

No members of the public were present at the meeting.

5. **POLICE**

5.1 **Police Report:-** Attached.

5.2 **VAS Signs:-** It was reported that both the VAS signs are now in place and working well. The Clerk reported that the application for funding for a further VAS sign to be placed on the Knapton Road entrance to the village was unsuccessful. Noted.

5.3 **Speed Checks:-** It was **AGREED** that the Clerk would request the Police to carry out some more speed checks through the village and to inform the Members when these are likely to be carried out in order that they can be involved.

6. **COUNTY AND DISTRICT COUNCILLORS' REPORTS**

6.1 **County Councillor's Report:-** None received.

6.2 **District Councillor's Report:-** Attached.

7. **PLANNING**

7.1 **Planning Applications:-** None received.

7.2 **Planning Permissions:-** None received.

7.3 **Tavern Tasty:-** The Clerk read an email received from North Norfolk District Council stating that the planning application for this site is due for renewal in August 2014. North Norfolk District Council are asking that in light of this, the enforcement case be closed on this site. It was **AGREED** that the Clerk would write to North Norfolk District Council and agree that the current enforcement case could be closed but this matter will be monitored and looked at again in August when the planning application is up for renewal.

8. **FINANCE**

8.1	The following cheques were AGREED and signed:-	£
	J I Chance - Salary, Office Allowance, Postage and Stationery	303.62
	HM Revenue and Customs - Tax	54.20
	Westcotec - VAS Sign	436.32

9. **HIGHWAY MATTERS**

9.1 **Potholes:-** It was reported that the potholes on the Knapton Road have been repaired. It was **AGREED** that the Clerk would write to Norfolk County Council and ask that the deep hole on the side of the road in front of the second bridge be investigated. It is gathering water.

9.2 **Gullies - Knapton Road:-** It was reported that these have been cleared.

- 9.3 **Accident - The Old Rectory:-** The Clerk read an email received from Hans Andersen stating that the six new reflector posts approaching the drive are now in place. The road painting will be done when the weather improves.
- 9.4 **Accident - Bridge:-** It was **AGREED** that the Clerk would write to Norfolk County Council and request an update on the situation.
- 9.5 **Overgrown Hedge:-** It was **AGREED** that the Clerk would write a thank you letter to Cllr. Clabon for cutting back the overgrown hedge which was causing an obstruction exiting the Bradfield junction.
- 9.6 **Pedestrian Signs:-** It was **AGREED** that the Clerk would write to Norfolk County Council and request the promised pedestrian signs.

10. **FOOTPATHS**

Nothing to report.

11. **STANDING ORDERS/FINANCIAL STANDING ORDERS /ASSET REGISTER/RISK ASSESSMENT/TRAINING POLICY- ANNUAL REVIEW**

- 11.1 **Standing Orders:-** The Clerk circulated the new Model Standing Orders. It was **AGREED** that a special meeting will be arranged to consider these and make recommendations to the next Full Council meeting.
- 11.2 **Financial Standing Orders:-** **AGREED** with no amendments.
- 11.3 **Asset Register:-** **AGREED** with no amendments.
- 11.4 **Risk Assessment:-** **AGREED** with no amendments.
- 11.5 **Training Policy:-** **AGREED** with no amendments.

12. **CORRESPONDENCE**

- 12.1 **Letter - WWI Pill Box:-** Circulated. Noted.
- 12.2 **Norfolk Association of Local Councils - Sue Lake:-** Circulated. Noted.

13. **DATE OF THE NEXT MEETING**

The date of the next meeting was noted as Tuesday 27th May, 2014 at 7.00 pm in the Village Hall, Swafield. Please note this will be the Annual Meeting of the Parish Council and the Annual Parish Meeting.

There being no other business the Chairman closed the meeting at 7.45 pm.

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Chairman

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Date