



SWAFFHAM BULBECK PARISH COUNCIL
Chairman: Mr Gordon Reid. Clerk: Mrs Sam Chambers-Turner
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Stow-Cum-Quy
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NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of the Council:

I hereby give notice that a meeting of Swaffham Bulbeck Parish Council will be held at Downing Court on **Tuesday 2nd April 2024 at 7.30pm.**

You are hereby summoned to attend for the purpose of transacting the following:
Members of the public and press are invited to attend.

Sam Chambers-Turner
25th March 2024
Clerk to the Parish Council

AGENDA FOR MEETING 536

- 5707 Apologies for Absence**
(LGA 1972 s 85(1))
- 5708 Members' Declaration of Interest for Items on the Agenda and Requests for Dispensation**
(Localism Act 2011 s 31 s 33)
- 5709 To Approve Minutes of Previous Meeting**
Proposal: To Approve Minutes of Meeting 535 5th March 2024.
- 5710 Open Forum for Public Participation (10 minutes)**
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
- 5711 Matters Arising/Clerks and Councillors Reports (for information only)**
- 5712 County and District Councillors Reports**
a. County Councillors Report
b. District Councillors Report
- 5713 Finances Including Approval of Payment of Outstanding Accounts**
a. **Proposal: To Approve Bank Reconciliations for March 2024.**
b. To Note Receipts
Office Income: £3515.16
Vat Reclaim: £2526.91
Burial Income: £100.00
c. **Proposal: To Approve Year End Accounts for 2023-2024.**
d. **To approve Asset Register for 2023-2024.**
e. **Proposal: To pay April Accounts.**

Method	Payee	Item	Net	VAT	Total
Payments Since the Last Meeting					
BACS	Mrs S Chambers-Turner	Clerk's Salary March			Confidential
Payments for Tonight's meeting:					
BACS	Mr G Turner	Handyman	£90.80	£0.00	£90.80
BACS	JCS Bookkeeping	Payroll March	£30.00	£0.00	£30.00
BACS	CAPALC	Affiliation Fee	£426.62	£0.00	£426.62
BACS	SLCC	Training	£30.00	£6.00	£36.00
BACS	Councils Direct	Subscription	£15.50	£0.00	£15.50
BACS	Parish Council Websites	Hosting Fee	£228.00	£45.60	£273.60
			£820.92	£51.60	£872.52

5714 Climate Change Working Group

To receive an update from Councillors Woodroffe and Bates.

5715 Co-Option

To discuss Co-option candidates

5716 The Denny

- a. To discuss dates for removal of wooden shelter.
- b. Receive the monthly inspection by Councillor Reid.

5717 Swaffham Greenway

To receive an update and discuss next steps.

5718 Cemetery

To discuss recent inspection.

5719 Trees and Biodiversity

To discuss location for planting Oak tree on Denny.

5720 Planning Matters

Planning Applications

None

Planning Approvals

24/00147/LBC Burgh Hall, Park End, Swaffham Bulbeck. Existing conservatory to be repainted and roof re-glazed, sash windows redecorated, new French doors, replacement of window, door and internal alterations.

5721 Annual Report

To discuss Annual Report and Action Plan for 24/25.

5722 Working Groups

Proposal: To reaffirm Terms of Reference for each working group.

5723 Motion to Exclude

That the public (including representatives of the press) be excluded during the consideration of the remaining item Nos 5723 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972(as amended).

5724 Community Asset

To receive an update from Clerk.

5725 Agenda Items for the Next Meeting

Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

5726 Date of Next Meeting

Parish Council Meeting, 7.30pm on 7th May at Downing Court, Swaffham Bulbeck.