



SWAFFHAM BULBECK PARISH COUNCIL
Chairman: Mr Gordon Reid. Clerk: Mrs Sam Chambers-Turner
41 Stow Road
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 the Pavilion on **Tuesday 5th August 2025 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
31st July 2025
Clerk to the Parish Council

AGENDA FOR MEETING 557

- 6037 Apologies for Absence**
(LGA 1972 s 85(1))
- 6038 Members' Declaration of Interest for Items on the Agenda and Requests for Dispensation**
(Localism Act 2011 s 31 s 33)
- 6039 To Approve Minutes of Previous Meetings**
Proposal: To Approve Minutes of Meeting 556 held on 1st July 2025.
- 6040 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.
- 6041 Matters Arising/Clerks and Councillors' Reports (for information only)**
- 6042 District and County Councillors' Reports (for information only)**
- 6043 Finances Including Approval of Payment of Outstanding Accounts**
 - a. Proposal: To approve the bank reconciliation for July 2025.**
 - b. To note receipts.**
 - c. Proposal: To pay August Accounts.**

Method	Payee	Item	Net	VAT	Total
Payments Since the Last Meeting					
BACS	Mrs S Chambers-Turner	Clerk's Salary July			Confidential
Payments for Tonight's meeting:					
BACS	Mr G Turner	Handyman	£90.80	£0.00	£90.80
BACS	JCS Bookkeeping	Payroll July	£42.50	£0.00	£42.50
BACS	SLCC	Membership	£355.00	£0.00	£355.00
BACS	SLCC	Training	£15.00	£3.00	£18.00
BACS	Microshade	Software (Final)	£219.12	£43.82	£262.94
BACS	Freethought	Software	£148.32	£0.00	£148.32
BACS	MC Garden Maintenance	Grass Cutting	£650.00	£130.00	£780.00

BACS	Glasdon	Refuse Sacks	£145.20	£29.04	£174.24
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6044 Planning Matters

To discuss Planning matters as per separate document.

6045 The Denny

- To receive monthly inspection from Councillor Singleton.
- To receive an update on playground matters.
- To consider recommendations from the Denny Working group.

6046 Allotments and Garages at Vicarage Meadow

To receive an update regarding the land adjacent to Vicarage Close.

6047 Swaffham Greenway

To discuss the latest update from the GCP regarding the proposed Swaffham Greenway.

6048 Annual Parish Meeting

To receive feedback from the Annual Parish Meeting.

6049 Local Highways Improvement

To receive an update on the proposed Local Highways Improvement scheme and consider future applications.

6050 The Moated Denny Information Board

To receive further information on the status of the Moated Denny Information Board.

6051 Council Administration

To discuss Council Administration to include:

- **Proposal: To approve the Terms of Reference for working groups.**
- To discuss formulation of an action spreadsheet.
- To receive an update on software transition.
- **Proposal: To approve the Councillor Resignation checklist.**

6052 Highways and Transport

- To note the appointment of Highways Maintenance Officer for Swaffham Bulbeck and introduction of new reporting tool.

6053 Agenda Items for the Next Meeting

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

6054 Date of Next Meeting

Parish Council Meeting, 7.30pm on 2nd September 2025 at Downing Court, Swaffham Bulbeck