



SWANTON MORLEY PARISH COUNCIL

Notice of a Meeting of the Parish Council

Dated this day Wednesday 6th December 2023

Councillors are hereby summoned to attend the next meeting of the Parish Council at Swanton Morley Village Hall, Manns Lane on Monday 11th December 2023 at 7.30pm

Swanton Morley Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public Participation session. The law does not permit members of the public and press to take part in the debates.

Time Allocated to the Public

To Receive District & County Councillors Report

BUSINESS TO BE TRANSACTED

1. **To Accept Apologies for Absence**
2. **To Receive Declarations of Interest**
3. **Minutes from the Parish Council Meeting of 13th November 2023 to be accepted, initialled, and signed.**
4. **Matters arising from Minutes of 13th November 2023 (For Exchange of Information Only)**
5. **Finance**
 - a. **Accounts to approve for payment**

Please see overleaf

Payee	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 8	Bacs	£3589.12	
K Pickard	Expenses – Medical transport	BACS	£30.00	
N Power	Streetlight electricity	Direct debit	£220.91	£10.52
S2 Computers	IT Support	Direct debit	£216.18	£36.03
Viking	Ink	BACS	£125.64	
Garden Guardian	Annual grass cutting	BACS	£5010.00	£835.00
TOP Garden Services	Grass Cutting	BACS	£2814.00	£469.00
Festive Lights	Christmas lights	BACS	£902.25	£180.45
	TOTAL		£12,908.10	£1062.00

b. Income to be reported

Income Received from	Details	Amount
HMRC	VAT	£7190.94
	TOTAL	£7,190.94

- c. To discuss the budget and agree the date of the Budget meeting in January 2024
- d. To discuss and agree a donation to All Saints Church for the Carols in the Church
- e. To discuss and agree a donation to the Swanton Morley Bowls Club for the use of the flood lights for the Carols in the Church
- f. To discuss and agree a donation to Dereham Town Band for Carols in the Church
- g. To discuss funding for a community orchard

6. Land and Planning

- a. To consider responses to Breckland District Council for any planning applications:
 3PL/2023/1095/VAR - Kesmark House Gooseberry Hill - Variation of Condition No2 on 3PL/2022/0917/HOU
 3PL/2023/1077/LB - Kesmark House, Gooseberry Hill - Proposed Internal alteration to secondary staircase & Installation of log burner to new extension with associated flue.
- b. To Receive Report on Planning Decisions by Breckland District Council
- c. To Receive an update on the Local Plan review

7. To Consider Matters for Attention for the Following Parish Assets:

- a. Churchyard at All Saints' Church
- b. Swanton Morley Burial Ground
 - i) To Receive an update on the wayleave for the water supply to the Burial Ground
- c. Swanton Morley Allotments
- d. Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)
 - i) To discuss the Village Green swings
 - ii) To receive a quotation to install wooden posts on the Village Green

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 Swanton Morley Village Hall, Manns Lane, Swanton Morley
 parishcouncil@swantonmorley.org

Kelly Pickard

- e. **Swanton Morley Common Lands**
- f. **Streetlights**
- g. **Village paths (Rights of Way)**
- h. **Noticeboards**

8. Policies

- i) **To agree the Employment policy documents**
- ii) **To agree the reviewed vexatious policy**
- iii) **To agree the reviewed complaints policy**
- iv) **To agree the biodiversity policy and action plan**

9. Highways

- a. **To receive reports of Highways faults / matters for attention**
- b. **To receive an update on the Community Speedwatch**

- 10. **To Receive correspondence concerning the telephone box on Robertson Barracks and agree any actions necessary**
- 11. **To discuss supporting a young resident with the Duke of Edinburgh award by way of volunteering**
- 12. **Correspondence (For Exchange of Information Only)**

Meeting to Be Suspended for Further Time Allocated to the Public

- 13. **Any item to be reported for the next agenda**
- 14. **To Confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 8th January 2024 at 7.30pm**