



SWANTON MORLEY PARISH COUNCIL

Notice of a Meeting of the Parish Council

Dated this day 16th June 2021

Councillors are hereby summoned to attend the next meeting of the Parish Council at Swanton Morley Village Hall, Manns Lane on Monday 21st June 2021 at 7.30pm

Swanton Morley Parish Council welcomes the public and press to its meetings. The public and press are able to 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.

All members of the Council, Press and Public will be required to wear masks when moving around the Village Hall but may remove them when seated.

Members of the Press and Public will be detailed on a track and trace log.

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 5th May 2021 to be accepted, initialled, and signed.
4. Matters arising from Minutes of 5th May 2021 (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 2	Bacs	£3439.25	
CGM	May contract	Bacs	£646.81	£107.80
BT	Telephone line	Direct debit	£222.54	£18.89
E.On	Streetlight electricity	Direct debit	£65.05	£3.10
S2 Computers	IT Support	Direct debit	£144.24	£20.24
Mark Lappin	Allotment	BACS	£84.04	
SLCC	Membership	BACS	£185.00	
Viking	Stationery	BACS	£65.49	
Suffolk Owl Sanctuary	Donation	BACS	£50.00	
M Heinrich	Expenses – Wheelie bin stickers	BACS	£456.00	
	TOTAL		£5358.42	£150.03

b. Accounts to Approve for Payment for Members with Pecuniary Interest

Payee	Detail	Payment type	Total Amount Payable
Cllr Venworth	Expenses for Swing seats	BACS	£16.69
	TOTAL		£16.69

c. Income to be reported

Income Received from	Details	Amount
Memorial fee	Burial Ground	£150.00
Allotment holders	Allotment fees	£111.00
	TOTAL	£261.00

d. To Consider the Purchase of a Tree to mark the Queen's Platinum Jubilee in 2022

e. To Consider making a donation to the Children Today charity

6. Annual Accounts

a. To Receive the Internal Audit Report and Consider any Actions Necessary

b. To Agree the Annual Statement of Governance

c. To Agree the 2020/2021 Parish Council Accounts

d. To Set the Period of 30 days for 'Exercise of Public Rights'

7. Policies

i) To consider the adoption of a Procurement policy

Parish Clerk: Kelly Pickard 01362 637166
 Swanton Morley Village Hall, Manns Lane, Swanton Morley
 parishcouncil@swantonmorley.org

Kelly Pickard

8. Land and Planning

- a. To consider responses to Breckland District Council for any planning applications:
 - i) 3PL/2021/0569/F - Merryfield 39 Greengate - Construction of a single dwelling and associated infrastructure works
 - ii) 3PL/2021/0647/HOU - 3 Bedingfield Road - Single storey rear extension, conversion of rear part of garage to office including new window to rear. Proposed Underground Calor Gas Tank in Driveway.
 - iii) 3PL/2021/0741/LB - Kesmark House Gooseberry Hill - Replacement of two existing single glazed sash windows on the frontage
 - iv) 3PL/2021/0051/F - Land on the edge of Woodgate Alongside Frog's Hall Lane - Whole life zero-carbon dwelling with detached garage set within a substantial natural landscaping and ecological enhancements scheme – Amended plans
 - v) 3PL/2021/0828/VAR - Woodgate Farm Woodgate – Variation of Condition No 2 on 3PL/2020/0752/F – The original roof line and roof finish is to be retained to Barn 2. The existing supporting brick eaves walls and gables are also retained.
- b. To Receive Report on Planning Decisions by Breckland District Council

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

- a. Churchyard at All Saints' Church
 - i) To Receive an Update on the Coping Stones at the Churchyard
 - ii) To receive an update on the repair of the church clock
- b. Swanton Morley Burial Ground
 - i) To receive an Update following the site visit to sketch the proposed pathways
- c. Swanton Morley Allotments
- d. Swanton Morley Playing Fields and Village Green
- e. Swanton Morley Common Lands
- f. Streetlights
- g. Meadowview Estate (Davidson Park)
 - i) To Receive a Quotation for the Repair to the Lectern
- h. Village paths (Rights of Way)
 - i) To Receive an update on the Installation of additional bins
- i. Noticeboards

10. Highways

- a. To Receive Reports of Highways Faults / Matters for Attention
 - i) To Receive an Update on any Highways work reported
- b. To Receive an Update on the Community Speedwatch Scheme and Agree any Actions Necessary
- c. To discuss the replacement planters

11. Flooding in the Village

12. To Confirm the Vacancy on the Council and Agree a Co-Option Date

13. To Receive Information from the Electoral Commission
14. To Consider a Jubilee Festival 2022 and Agree any Actions Necessary
15. To Agree the Date of the Carols on the Village Green Event
16. To Consider the Relaunch of CASM and Agree any Actions Necessary
17. To Receive an Update on the Application to Register Darbys PH as an Asset of Community Interest
18. Correspondence (For Exchange of Information Only)

Meeting to Be Suspended for Further Time Allocated to the Public

19. Any item to be reported for the next agenda
20. To Confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 12th July 2021 at 7.30
21. To receive a proposal to close the meeting to the press and public for item 20, for the reason that the content of discussion relates to Staff matters (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960).
22. Staffing