



## SWANTON MORLEY PARISH COUNCIL

### **Notice of a Meeting of the Parish Council**

**Dated this day Wednesday 4<sup>th</sup> May 2022**

Councillors are hereby summoned to attend the Annual meeting of the Parish Council at Swanton Morley Village Hall, Manns Lane on Monday 9<sup>th</sup> May 2022 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 Elect Parish Council Chairman for the Forthcoming Year**
2. **To Accept Apologies for Absence**
3. **To Receive Declarations of Interest**
4. **Election of Vice Chairman**
5. **Appointment of Council Representatives and Councillors with Special Responsibilities:**
  - a. **Member to represent the council on the Barrett's Charity Committee**
  - b. **Member to be responsible for the Churchyard and Burial Ground**
  - c. **Member to be responsible for Common Lands**
  - d. **Member to be responsible for Open Spaces and Recreation Grounds**
  - e. **Member to be responsible for Village Pathways**
  - f. **Member to represent the Council as Surgery Liaison**
  - g. **Member to be responsible for Allotments**
  - h. **Members to form the Personnel Working Group**
  - i. **Members to form the Finance and Governance Working Group**
  - j. **Members to form the CASM Climate Change Working Group**

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

*Kelly Pickard*

k. Member to be responsible for the Community Speedwatch Scheme

l. Member(s) to be responsible for the Volunteer Scheme

m. Member to be responsible for the SAM2 signs

n. Member to be responsible for Streetlights

o. Members to carry out Internal Control checks

6. Minutes from the Parish Council Meeting of 11<sup>th</sup> April 2022 to be accepted, initialled, and signed.

7. Matters arising from Minutes of 11<sup>th</sup> April 2022 (For Exchange of Information Only)

8. 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 1	Bacs	£3797.53	
CGM	April contract	Bacs	£643.67	£107.28
BT	Telephone line	Direct debit	£118.65	£15.10
E-On	Streetlight electricity	Direct debit	£94.62	£3.10
S2 Computers	IT Support	Direct debit	£141.84	£23.64
Gifts2Impress	Jubilee Bears	BACS	£364.32	
Printed4U	Jubilee bookmarks	BACS	£336.00	
Morley Makes	Jubilee rosettes	BACS	£50.00	
Trophies Plus Medals	Jubilee medals	BACS	£95.39	
Norfolk Print & Design	APM Flyers	BACS	£314.50	
Baker Ross	Jubilee Crafts	BACS	£226.05	
Party Packs	Jubilee Decorations	BACS	£312.59	
	<b>TOTAL</b>		<b>£6495.16</b>	£149.12

b. Accounts to approve for payment for Members with a Pecuniary Interest

Payee	Detail	Payment type	Total Amount Payable
R D Atterwill	50% Chairmans Allowance 2022/2023	Bacs	£298.27
D Turner	Replacement Padlock for the Allotments	BACS	£38.50
			<b>£336.77</b>

**c. Income to be reported**

<b>Income Received from</b>	<b>Details</b>	<b>Amount</b>
Breckland Council	50% Precept	£39,458.19
Awards for All	Grant Funding	£4509.00
Swanton Morley FC	Field hire	£330.00
H Brett & Son	Burial fees	£150.00
	<b>TOTAL</b>	<b>£44,447.19</b>

**9. Land and Planning**

**a. To consider responses to Breckland District Council for any planning applications:**

3PL/2022/0317/F - Robertson Barracks - Proposed radome, radome tower, two storey radar control building, construction of new internal access road, pedestrian routes and security fencing

3PL/2022/0417/F - Barn at Frogs Hall Lane Woodgate - New dwelling incorporating conversion of existing barn

3PL/2022/0485/VAR - The Old Rectory Hoe Road East - Variation of Condition No 3 on 3PL/2021/0919/HOU - Regarding access to site

**b. To Receive Report on Planning Decisions by Breckland District Council**

**10. To Consider Matters for Attention for the Following Parish Assets:**

**a. Churchyard at All Saints' Church**

- i) To Consider correspondence received from the Landowner concerning ownership
- ii) To Consider quotations for a dog bin to be sited in the Church carpark

**b. Swanton Morley Burial Ground**

- i) To Receive an Update on the design of paths for the Burial Ground

**c. Swanton Morley Allotments**

**d. Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)**

- i) To Receive an Update from the Working parties
- ii) To Consider quotations for a dog bin to be sited at the end of Ward Crescent

**e. Swanton Morley Common Lands**

- i. To Receive an Update on the access to Mill Common following correspondence received.

**f. Streetlights**

**g. Village paths (Rights of Way)**

**h. Noticeboards**

11. **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 regarding the Installation of the Trod on Woodgate**
  - c. **To Receive an Update on the Community Speedwatch Scheme and Agree any Actions Necessary**
  - d. **To Agree the Position of the SAM2 signs for the forthcoming month**
  - e. **To Discuss the grass and verge Cutting in the Village and Agree any Actions Necessary**
  - f. **To Consider Correspondence from a Parishioner concerning the footpath from Hoe Road East to Harkers Lane.**
12. **To Receive an Update on CASM**
13. **To Receive an Update on the Swanton Morley Jubilee Festival**
14. **Correspondence (For Exchange of Information Only)**

**Meeting to Be Suspended for Further Time Allocated to the Public**

15. **Any item to be reported for the next agenda**
16. **To Confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 13<sup>th</sup> June 2022 at 7.30pm**
17. **To Receive a Proposal to Close the Meeting to the Press and Public for item 18, for the reason that the content of discussion relates to the Parish Council obtaining legal advice (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960).**
18. **To Consider Legal Advice received regarding the Village Green**