



## SWANTON MORLEY PARISH COUNCIL

### Notice of a Meeting of the Parish Council

Dated this day Wednesday 10<sup>th</sup> May 2023

Councillors are hereby summoned to attend the Annual meeting of the Parish Council at Swanton Morley Village Hall, Manns Lane on Monday 15<sup>th</sup> May 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 Elect Parish Council Chairman for the Forthcoming Year
2. To Accept Apologies for Absence
3. To Co-Opt a Parish Councillor
4. To Receive Declarations of Interest
5. Election of Vice Chairman
6. 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

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Swanton Morley Village Hall, Manns Lane, Swanton Morley  
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*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. Member to be responsible for Noticeboards
- p. Members to carry out Internal Control checks

- 7. To consider the Parish Council adopting the General Power of Competence
  - 8. Minutes from the Parish Council Meeting of 11<sup>th</sup> April 2023 to be accepted, initialled, and signed.
  - 9. Matters arising from Minutes of 11<sup>th</sup> April 2023 (For Exchange of Information Only)
  - 10. 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	£3769.40	
CGM	2022 contract	Bacs	£2767.76	£553.55
BT	Telephone line	Direct debit	£110.65	£3.65
N Power	Streetlight electricity	Direct debit	£110.51	
S2 Computers	IT Support	Direct debit	£168.84	
Viking	Stationery	BACS	£71.10	
NGF Play	Cover caps	BACS	£49.20	£8.20
Swanton Morley Village Hall	Festival funds	BACS	£2385.54	
Norfolk Parish Training	Seminar	BACS	£54.00	
SLCC	Annual membership	BACS	£222.00	
WAVE	Water bill allotments	BACS	£526.09	£87.68
Lappin Group	Plumbing – allotment	BACS	£175.04	
	<b>TOTAL</b>		<b>£10,410.13</b>	£653.08

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

Payee	Detail	Payment type	Total Amount Payable
Chairman	50% Chairmans Allowance 2022/2023	Bacs	£305.73
R D Atterwill	Gardening Voucher	Bacs	£50.00
			<b>£355.73</b>

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**c. Income to be reported**

Income Received from	Details	Amount
Burial fee	Memorial	£75.00
Breckland Council	50% Precept	£45,282.38
	TOTAL	<b>£45,357.38</b>

11. **To receive an update on the Public works loan**
12. **Land and Planning**
  - a. **To consider responses to Breckland District Council for any planning applications:**  
3PL/2023/0395/HOU - 4 Lawrence Way - Single storey flat roof rear extension.
  - b. **To Receive Report on Planning Decisions by Breckland District Council**
  - c. **To Consider Correspondence received from a Resident concerning Parish Council Land**
13. **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 water supply to the Burial Ground
    - ii) To Agree a date for the working party
  - c. **Swanton Morley Allotments**
    - i) To receive an update on the water to the allotment
  - d. **Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)**
    - i) To receive an update report on the installation of the Ability swing at Gooseberry Hill
    - ii) To consider the hire of a portaloos for the contractors installing the Ability swing at Gooseberry Hill
    - iii) To receive a quotation for a replacement flag for the play boat
    - iv) To receive a quotation for the treatment to the Village green
  - e. **Swanton Morley Common Lands**
    - i. To Receive an Update on the cattle for Mill Common as part of the following correspondence received.
  - f. **Streetlights**
  - g. **Village paths (Rights of Way)**
  - h. **Noticeboards**

14. **Highways**
  - a. To receive reports of Highways faults / matters for attention
  - b. To receive an update on the Community Speedwatch
  - c. To receive an update on the flooding survey on Woodgate
  - d. To receive a request from a Parishioner regarding safer crossing opposite the church
15. To Receive an Update on the Swanton Morley Coronation Festival
16. Correspondence (For Exchange of Information Only)

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

17. Any item to be reported for the next agenda
18. To Confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 12<sup>th</sup> June 2023 at 7.30pm
19. 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).
20. Staff matters