

NOTICE OF A MEETING OF SWARDESTON PARISH COUNCIL

29 Churchfields
Hethersett
Norwich
NR9 3AF

email: clerk@swardestonparish.gov.uk
Tel: 07918 656568
Clerk: Carole Jowett

TO BE HELD AT SWARDESTON VILLAGE HALL ON THURSDAY 12TH JUNE 2025 AT 7.30PM

Signed: *C Jowett*
8th June 2025

Carole Jowett
Clerk to the Council

AGENDA

1. To consider apologies for absence
2. To co-opt member to fill vacancy following election
3. To receive declaration of interests in items on the agenda
4. Resolution to adjourn the meeting for public participation and District/County Councillor reports
5. To confirm minutes of the meeting held on 10th April 2025 and the annual parish council meeting on 8th May 2025 and review matters arising
6. To review and agree any changes to the financial regulations
7. To review the health and safety policy and agree any changes
8. To review and agree the information publication scheme
9. To receive an update on the playground safety surface and agree any action
10. To discuss and agree any action on the damaged bus shelter
11. To review and agree comments on any planning applications including
 - 11.1. 2025/1309
Location: Land South of St Marys Church Main Road Swardeston
Proposal: Proposed WW2 tablet memorial
12. To consider and agree a response to the Norwich to Tilbury consultation
13. To consider any action on national energy infrastructure projects
14. To receive an update on the defibrillator
15. To consider internal audit report and agree any actions
16. Finance
 - 16.1. To review and agree the financial statement to 12th June 2025
 - 16.2. To consider and agree the Annual Governance Statement 2024/25
 - 16.3. To approve the certificate of exemption 2024/25
 - 16.4. To consider and agree the Accounting Statements 2023/24
 - 16.5. To check and agree the bank balances
 - 16.6. To agree invoices for payment in accordance with budget

BACS	£211.55	Norse Eastern Ltd	Grounds maintenance
BACS	£120.71	C Jowett	Clerks salary
BACS	£80.40	HMRC	PAYE

17. To consider correspondence received
18. To adjourn the meeting for public participation
19. To consider agenda items for next meeting