

**SWALLOW PARISH COUNCIL
INCORPORATING THE VILLAGES OF SWALLOW & CUXWOLD**

Tel: 01777 704186

Email: swallowparishcouncil@gmail.com

Dear Member

You are hereby summoned to the Full Council meeting of Swallow Parish Council which will take place at Swallow Village Hall on Tuesday 14th March 2023 at 7.30pm at which the under mentioned business will be transacted. There will be a 15-minute public forum prior to the start of the meeting at 7.15pm where members of the public may address the Council and your attendance is also required during this period.

Date: 5thswallow
Swa March 2023

Signed: Chris Hollands- Clerk/RFO

AGENDA

1. To elect a Chairman
2. Apologies for Absence. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
3. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.
4. To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.
5. To approve as an accurate record the notes of the meeting held on 14th November and to authorize the Chair to sign the official minutes.
6. To receive and consider a report from LCC & WLDC Councillors.
7. To receive and consider a report from the Police.
8. To receive a report from the Chair.
9. To receive and consider a report from the Clerk to the Council on any outstanding matters and correspondence received since the meeting of 14th November 2022.
10. Financial matters:
 - To approve the bank reconciliation statement for November and December..
 - To ratify payments of accounts, salary, & payments already made.
 - To agree Banking arrangements and new signatories
 - To agree the setting up of a Direct Debit to pay the Clerks Salary
11. To review the Parish Agreement Scheme.
12. To review process for Village Hall improvements.
13. Parish Council Elections
14. To receive written applications for the office of Parish Councilor and to co-opt a candidate to fill the existing vacancy.
15. To review marking the forthcoming Coronation.
16. Village Hall – To receive an update from the Village Hall Committee.
17. Future agenda items- to consider any further items for inclusion in the agenda for the May meeting.
18. To confirm the date of next Parish Council meeting and Annual Parish Meeting as 9th May 2023.

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