

**SWALLOW PARISH COUNCIL**  
**INCORPORATING THE VILLAGES OF SWALLOW & CUXWOLD**  
**Tel: 01777 704186**  
**Email: swallowparishcouncil@gmail.com**

Dear Member

You are hereby summoned to a Full Council Meeting of Swallow Parish Council which will take place at Swallow Village Hall on Tuesday 17 September 2024 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: 9th September 2024

Signed: Chris Hollands - Clerk/RFO

**AGENDA**

1. Apologies for Absence. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
2. 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.
3. To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.
4. To approve as an accurate record the notes of the Meeting held on 23rd July and to authorize the Chair to sign the official Minutes.
5. Matters arising from the Minutes
6. To consider and progress the Neighborhood Plan initiative.
7. To consider and progress the Application for listing the Swallow Inn as an Asset of Community Value.
8. To receive and consider a report from the LCC & WLDC Councillor.
9. To receive a report from the Chair.
10. To receive and consider a report from the Clerk to the Council on any outstanding matters and correspondence received since the meeting of 23rd July 2024.
11. Financial matters:
  - To approve the bank reconciliation statement
  - To ratify payments of accounts, salary, & payments already made.
  - Bank signatories
  - To approve a payment of £48.10 as the Clerks Mileage expenses
  - To approve the Councils' Insurance renewal
  - To review the Parish Councils' Asset Register
12. To consider recent Flooding issues affecting the Village and outstanding remedial works
13. To consider the recent ROSPA Report and actions arising from it
14. Village Hall – To receive an update from the Village Hall Committee.
15. Any other business- to discuss any further business and agree any further items for inclusion in the agenda for the November 2024 meeting.
16. To confirm the date of the next Parish Council Meeting as 12th November 2024.

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