

# To all electors of Swannington, Alderford & Lt.Witchingham

## PARISH MEETING

You are invited to take part. It will be held on Wednesday  
May 18<sup>th</sup>. at 7.30 p.m. at Swannington Church prior to the  
regular Parish Council meeting

under the chairmanship of Mrs.S.Darling (Chairman of the Parish Council)

The Parish Meeting may by law discuss all parish affairs and pass resolutions  
about them. The following matters have so far been placed on the agenda:-

1. Annual Report by the Chairman of the Parish Council
2. Draft Parish Council Accounts presented by the Clerk
3. County and District Councillors' Reports
4. Police Report
5. Any other business

### ANNUAL PARISH COUNCIL MEETING

1. **Chairman** To elect the Chairman for 2022/2023 who will then sign the  
declaration of acceptance of office.
2. **Vice Chairman** To elect the Vice Chairman
3. **Apologies for Absence**
4. **Declarations of Interest under Code of Conduct 2012**
5. **Minutes** of the March meeting to be put for confirmation
6. **Reports**
7. **Planning** 20220726 Redcroft Felthorpe Road increase height of boundary  
wall 20220561 Barns adjacent to Hall Farm Reepham Road  
Lt.Witchingham. Change of use from agricultural to residential (prior  
notification)
8. **Replacement Noticeboard** to decide upon type required
9. **Upgate Common** To receive quotations for the aggregate path to replace the  
boardwalk. To receive a report from Cllr.Williams on discussion with the NCC  
Countryside access officer on possible extensions to the proposed work and a  
contribution to funding. To determine on how the project should proceed and  
the funds to be used.
10. **Internal Audit** To receive the report from the internal auditor
11. **Exemption Certificate** To agree to complete the exemption certificate for  
external audit of smaller councils.
12. **Annual Accounts**  
To approve for signature the annual governance statement  
To accept and approve for signature the annual accounting  
statement
13. **Correspondence**
14. **Finance** to receive a financial update from the Clerk and to sign cheques for  
outstanding accounts.
15. **Clerk's and Councillor's Reports**
16. **Date of Next meeting** Wednesday July 20<sup>th</sup>. 7.30 p.m.

**Jim Graves – Clerk to the Council** 3 Lawn Close Horsford NR10 3DJ  
898621 11-5-2022