Sir/Madam 30 March 2024

**SUMMONS TO ATTEND THE FULL COUNCIL MEETING OF**

**SWANNINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Monday 8 April 2024***

***(immediately following the Annual Parish meeting)***

Location: **Village Hall, Main Street, Swannington**



Clerk to the Council

***Public Participation***

*Members of the public may make representations, give evidence, or answer questions in respect of any matters included on the agenda. At the discretion of the Chairman the meeting may be adjourned to give members of the public an opportunity to raise other matters of public interest.*

***AGENDA***

1. Apologies for absence to be received and accepted by the Parish Council.
2. Disclosures of Interest – Under the Code of Conduct members are reminded that in disclosing an interest the nature of the interest should be clear in respect of items on the agenda.
3. To confirm the minutes of the following meetings of the Parish Council:
4. Full Council 11 March 2024

4. Police report

5. Complaint received from a member of the public, regarding a delay in

responding to ICO decision notice of November 2023.

6. Chairman’s report

a) NWLDC Parish Liaison meeting

1. Councillors' reports, including reports from LCC and NWLDC councillors

To receive reports from councillors on meetings they have attended relating to work of the Parish Council.

1. Clerk’s report – To follow if anything.
2. Accounts
3. To approve payments scheduled for April 2024.
4. To review and receive receipts for April 2024.
5. To review and approve bank statements and bank reconciliation for April 2024.
6. Audit – Accounts for Year end 31 March 2024
7. To Council to approve the Annual Governance Statement (AGAR Part 3, page 4) by resolution.
8. To receive and approve the Accounts for 2022/23.
9. To consider the Accounting Statements by the members meeting as a whole (AGAR Part 3, page 5).
10. To approve the Accounting Statements (AGAR Part 3, page 5) by resolution.
11. To ensure the Annual Governance Statement and Accounting Statements are signed and dated by the person (AGAR Part 3, page 4 &5) presiding at the meeting at which that approval is given.
12. Village Hall
13. Health and safety requirements – To consider quotes and a programme of works.
14. To review the broadband supply.
15. Planning matters
16. To ratify the following planning application.

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| 24/00103/FUL | The Croft, Burtons Lane, Swannington | Proposed replacement greenhouse, new replacement garden building, erection of a boundary wall/gates to site frontage and new landscape to garden | No objections |

**REMINDERS:**

**Diary Notes:**

Full Council – 13 May 2024

***Payment checking rota for*** ***April – A Hill and L Wilson.***