

SWAINSTHORPE PARISH COUNCIL

To members of the Council - You are hereby summoned to attend the Annual Parish Council Meeting of Swainsthorpe Parish Council at **Swainsthorpe Church on Wednesday 13 May 2026 on the rise of the Annual Parish Meeting**, for the purpose of transacting the following business.

AGENDA

1. To consider apologies for absence
2. Election of Chairman
3. Election of Vice Chairman
4. Declarations of interest for items on the agenda
5. Minutes
 - a) To confirm the minutes of the meeting held on Wednesday 11 March 2026.
6. Public Open Forum including reports from District and County Councillors.
7. Planning.
 - a) To receive an update on local green energy projects
 - b) To consider new planning applications
 - i 2026/1014 - Land Rear Of 11 Briar Lane Swainsthorpe Norfolk: Erection of stable and 1.5m high post and rail fencing on equestrian land.
 - ii 2026/0868 - The Old Filling Station Norwich Rd Swainsthorpe NR14 8PU; Demolition of car sales office, ancillary accommodation & storage buildings (Prior Notification)
 - iii 2026/0894 - 9 Briar Lane Swainsthorpe Norfolk NR14 8PJ; Re-roof of existing bungalow to provide extra accommodation in the roof space.
 - iv 2026/0182 - 11 Briar Lane Swainsthorpe Norfolk NR14 8PJ; Certificate of lawfulness for the proposed erection of an outbuilding for Office, Games room, and Utility space.
8. Correspondence
9. To agree the following policies
 - a) Standing Orders
 - b) Financial Regulations
10. Finance
 - a) To agree the bank reconciliation
 - b) To consider and agree payments
 - i Nicola Ledain clerk salary: £419.42
 - ii Charles Carron-Brown: £72.13 + £31.60 = footpath mowing
 - iii Norfolk Association of Local Councils: £153.16
 - c) End of year accounts
 - i To consider the assertions on, and complete, the Annual Governance Statement 2025/26 and to authorise the Clerk and Chairman to sign.
 - ii To consider and approve the Accounting Statements 2024/25 and to authorise the Chairman to sign.
11. Highways / PROW Issues
 - a) Speed limit through the village
 - b) Briar Lane bridleway
 - c) Hickling Lane BOAT / bridleway
12. To note the response from Network Rail regarding parking in the village
13. To receive an update on the Neighbourhood Plan
 - a) To approve the sign-off of the Neighbourhood Plan for submission:
https://drive.google.com/file/d/1VeS6WslLTHwSgR1poNdJ9Pk0ysBrPsuX/view?usp=share_link.
14. To receive an update on the Jubilee Garden

15. To consider a gov.uk email address for the council
16. To receive a Speedwatch report.
17. To consider flowers for village planters
18. To receive items for the next agenda.
19. To note the date of the next meeting – Wednesday 13 May 2026

Nicola Ledain, Parish Clerk. 7 May 2026