

**Minutes of the Annual Parish Meeting held on Wednesday 27 March 2019 at 7.30pm  
in St Margaret's Church Swannington**

**PRESENT**

Mr Tim Praill Parish Council Chairman & Local Government Elector of Alderford Parish  
Mrs P Kirby (Clerk to the Council)  
4 Local Government Electors of the Parishes

**1. Introduction**

The Chairman opened the meeting and welcomed those present and explained the nature of this meeting.

This meeting is a meeting of the people of the parishes and any matter pertinent to the parishes may be discussed. An agenda has been produced however items for inclusion can be added at agenda item 4 as appropriate.

He further introduced the members of the Parish Council who were in attendance as local government electors and would request input from them if required.

**2. Minutes of the Annual Parish Meeting held 30 May 2018**

The minutes were confirmed and signed by the Chairman.

**3. Parish Council Chairman's report 2018/2019**

The Chairman read his report. A copy of which is attached to these minutes.

**4. Subjects for discussion**

Representations were made in respect of

- Scrub clearance at the back of the pond on Upgate Common as this encourages access by tractors.

At the invitation of the Chairman Cllr Williams explained recent work by the electricity board left the area in a poor state and this was therefore a tidy up after contractors. He gave assurance the area is not accessible to tractors.

It was further suggested the progression is scrub to woodland. The concern of clearance around the pond was endorsed as an area of untidiness is an ideal location as habitat for wildlife.

- Dogs and fouling on the Commons.  
Cllr Williams pointed to this matter being a regular discussion point with respect to signage which alters the look of the Common and deters from a wildlife area. The need is to achieve a balance and manage existing habitat as is and avoid an urbanisation of the areas.
- The interpretation sign for the village sign on the green was welcomed.

**5. Matters discussed**

As above.

**6. Close**

The Chairman gave thanks for attending and encouraged attendance at the regular parish council meetings.

**The meeting closed at 7.47pm**

DRAFT

# SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

## CHAIRMAN'S REPORT – 2018/2019

The Parish Council has met six times since the last Annual Council Meeting.

The past year has been quite busy with some significant events.

Following on from the transfer of ownership of the Swannington play area to the Parish Council the council has recently agreed a lease for the land with the newly set-up Swannington Play Area Limited. Setting up a separate company will enable access to various charitable grants for re-equipping the play area that are not available to the council. Helen Mutimer has been our councillor lead for the play area and Steve Griggs has taken on the task of getting the lease arranged, together with Helen.

Steve Williams continues as our lead councillor for the Commons. This requires a lot of his time to deal with all the issues including: liaising with the volunteer groups who help maintain the Commons, liaising with the statutory and partnership bodies involved with the Commons and managing the finances along with the clerk. Soon the council will be receiving reports from a qualified person (who knows the Commons well from working with Natural England for years) to enable decisions to be made on the future management of the commons. The regulations and arrangements for SSSIs are changing and at present we continue with the current arrangements.

Trevor Nelson continues with lead councillor responsibility for financial matters liaising with Patricia Kirby, parish clerk, who is our responsible financial officer.

Steve Griggs has continued to provide invaluable input into the Council. He seems to be the go-to-man for most things that don't directly relate to any of the other councillor responsibilities. This has involved organising tree removal, tree planting, running repairs to the bus shelter, strimming and hiring out of council equipment. Steve has recently informed us that he will not be seeking re-election to the council in May. I take this opportunity to thank Steve personally for the all the support he has given me as chairman. Steve has worked tirelessly over many years and in addition to a period as chairman he has also in the past carried the task of parish clerk as well.

We have had a few planning applications over the past year. Until he stepped down during the year Malcolm Rust dealt with these as our lead councillor in liaison with Patricia. I thank Malcolm for all his work over the years which also included a time as chairman.

Edward Jones has continued as Deputy Chairman and brings his local knowledge and long-standing experience on the council to our discussions and activities.

I have continued with the lead for highways matters which continue to cause vexations for us all. Battling to get more than just spot repairs to pot holes with a backdrop of tight funding in the County Council's Highways budget is challenging to say the least.

I have also taken responsibility for the planning matters since Malcolm's resignation..

So my thanks go to all of the councillors for the work and time they have put into the running of the council without any payment. Also to the many parishioners who get involved in the affairs of the parishes, litter picking, strimming and hedge cutting, mowing of the grass around the Swannington pump and checking the ponies on Ugate Common. Also a special mention to Jeremy Smith the administrator of the parish website who kindly uploads all the parish council public information.

Lastly I express my thanks to Patricia Kirby our parish clerk who has provided professional input to our procedures and decision-making over the past year.

Tim Prail

Chairman