SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

Clerk to the Council – Jim Graves C.Eng. M.I.E.T. D.M.S. M.C.M.I.
3 Lawn Close Horsford Norwich NR10 3DJ
01603 898621 salwparishcouncil@gmail.com

MINUTES OF THE MEETING HELD ON November 19th. 2025

Present: Mrs.Sue Darling (Chair) Mr.Steve Williams Mrs.H.Mutimer (Vice-Chair)
Mr.C.Drayson Mr.J.Powles Mr.D.Harvey

In attendance: Mr.J.Graves - Clerk
Public – One

a) **Public Participation** None
b) **Police Report** There were no incidents reported.
c) **Norfolk County Council Report** n/a
d) **Broadland District Council Report** n/a
e) **Full Council Meeting**

1. **Apologies** Mr.P.Bulman (BDC) Mr.T.Nelson
2. **Declarations of Interest** None
3. **Minutes** The minutes of the meeting on September 17th. were confirmed and signed.
4. **Reports** The Clerk reported that the new oak benches for the commons should be completed by the end of the year. The signs for the approaches to Alderford had been agreed and were in the NCC programme but no firm date yet. There would be no cost to the Parish Council.
5. **Planning** No applications to be considered.
6. **Commons** Mr.Willams gave his report detailing work done by volunteers and the future work plan. Three Dartmoor ponies had been re-introduced to Upgate common for a six month period.
7. **IT Policy** The Clerk explained that all councils should have an IT policy and members agreed to adopt the template provided by Norfolk Parish Training Support.
8. **Correspondence** A letter had been received from an Alderford resident urging the Parish Council to insist that the Broadland DC planning committee visit the site of the proposed solar farm before their meeting to assess the impact particularly with regard to HGV vehicles. The Parish Council agreed to write to BDC planning officer.

   The PCC had written outlining the improvements planned for the church and asking for the Parish Council's support. This was agreed.

   Mr.Griggs wished to give up being responsible for the hire of chairs and tables from the church for private functions. These belong to the Parish Council and Mrs.Darling undertook to take on this responsibility and would liaise with Mrs.Griggs on any outstanding matters.
9. **Finance** The Clerk had provided an update of the Council's financial balances.

   Cheques signed between meetings:

Nurture Landscapes	Cutting (inc.VAT)	£129.02
Norfolk Cons. Vol.	Commons	£48.00
Zak Branch	Fell dead ash tree (inc.VAT)	£360.00
Information Comm.	Annual Fee	£47.00
Cheques to be signed:		
Nurture Landscapes	Cutting (inc.VAT)	£129.02
The Community Vol.	Commons Work (inc.VAT)	£1,632.00
PLG Ltd.	Posts for common (inc.VAT)	£17.84

10. **Clerk's and Councillors' Reports** The Clerk would report cutting required to improve visibility at the Broad Lane/Reepham Road junction and also excessive mud in Ketts Lane. The Clerk would liaise with the Church to ensure that the door was unlocked in time for Council meetings.
11. **Next Meeting** Swannington Church – Wed. January 21st. at 7.30 p.m.