**NOTICE OF A MEETING OF SWARDESTON PARISH COUNCIL**

**29 Churchfields email: carole.jowett@btinternet.com**

**Hethersett Tel: 01603 812708**

**Norwich Clerk: Carole Jowett**

**NR9 3AF**

**TO BE HELD ON-LINE VIA ZOOM USING LINK**

[**https://us04web.zoom.us/j/74885945394?pwd=UjVoMXR4UUl6T09QQ0M5THlJTWZGUT09**](https://us04web.zoom.us/j/74885945394?pwd=UjVoMXR4UUl6T09QQ0M5THlJTWZGUT09)

**Or via the app MEETING ID: 748 8594 5394 PASSWORD: 2zWYh6**

**ON THURSDAY 10TH DECEMBER 2020 AT 7.30PM**

Signed: C Jowett Carole Jowett

**6th December 2020** Clerk to the Council

AGENDA

1. To consider apologies for absence
2. To co-opt a councillor to fill the casual vacancy
3. To appoint a vice chairman
4. To receive declaration of interests in items on agenda
5. Resolution to adjourn the meeting for public participation and District/County Councillor reports
6. To confirm minutes of the meeting held on 12th November 2020 and review matters arising
7. To receive an update on COVID-19 and its effect on the village
8. To consider any action on the offshore wind farms
9. To confirm the check on the defibrillator
10. To consider the speed limit and safety signage for the road adjacent to the play area
11. Finance
	1. To review and agree the financial statement to 10th December 2020
	2. To agree a third bank signatory
	3. To review and consider budget requirements for 21/22
	4. To agree invoices for payment in accordance with budget

 BACS £393.84 South Norfolk Council Dog bin servicing

 BACS £176.93 Norse Eastern Ltd Hedge trimming

 BACS £95.14 C Jowett Clerks salary

 BACS £63.20 HMRC PAYE

1. To consider correspondence received
2. To adjourn the meeting for public participation
3. To consider agenda items for the next meeting on 14th January 2021 at 7:30 by Zoom