

Swilland and Witnesham grouped Parish Council

Clerk: Alison Burrows

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Dear Councillors,

You are hereby summoned to the :

Parish Council Meeting

Wednesday 23rd July 2025 at Witnesham Village Hall 7:30 p.m.

Agenda

59. Chair's welcome and Introduction

60.To receive apologies from Councillors not attending.

61.To Receive Councillors Declarations of Interest

62.To Co-opt new Councillor

63. To approve Minutes from the Annual General Meeting held on 21st May 2025 and the Extraordinary Parish Council meeting held on 25th June 2025.

64.Questions or comments on Reports from SCCllr Elaine Bryce & ESC CCllr Dan Clery.

65.The current Financial Situation – Clerks report

66.To approve the following payments (including VAT if applicable):

Ref		amount
a	Admin AJB May 2025	459.60
b	HMRC Employer contributions	133.42
c	Admin AJB June 2025	459.80
d	HMRC Employer contributions	415.52
e	Heelis & Lodge	260.00
f	SAVID Donation 2024	£50.00
g	Bank Charges June 2025	£6.00
h	Bank Charges July 2025	£6.00
i	Information Commissioners Office	£47.00
J	SCC Bus Shelter Burwash	£5,552.00

67. S19 Flood investigation Report Update

68. Parking problems at the School

69. Village Hall update

70. Westerfield Road Closure

71. Witnesham WASPS proposed sign and Site

72. Stop the Quarry update

73. Parish Council Matters:

- Gov.UK email addresses
- Bus shelters ownership
- Parish Council Website
- Parish Noticeboards
- Community Emergency Plan
- Allotments Complaint

74. Councillor issues to be brought to the attention of the Parish Council

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.**