

**SWAFFHAM BULBECK PARISH COUNCIL**

Chairman: Mrs Margaret Chadwick. Clerk: Mrs Karen King

10 Mill Hill, Swaffham Prior, Cambridge, CB25 0JZ

Tel: 01638 742358 email: karen.king5@btopenworld.com

**NOTICE OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL**

**To Members of the Council:**

I hereby give notice that an extraordinary meeting of Swaffham Bulbeck Parish Council will be held in the **School** on Tuesday, 15<sup>th</sup> November 2011, starting at 7.30pm.

Members of the public and press are invited to attend. You are hereby summoned to attend for the purpose of transacting the following business:

**AGENDA FOR MEETING 362**

- 1. Apologies for Absence**
- 2. Members' Declaration of Interest for Items on the Agenda**
- 3. Parish Council Vacancy**
- 4. Update on issues relating to Access & Parking at Play Area, Cemetery Corner**
- 5. Consideration of Draft Budget & Precept for 2012/13 for later approval**
- 6. Clerk's Reports**
- 7. Finances including Approval of Payment of Outstanding Accounts**
  - a) Moore Stephens – *external audit fees* £370-80
  - b) Viking Direct – *computer supplies* £ 44-62
- 8. Parish Councillors' Reports**
- 9. Dates of Next Meetings:**
  - 6<sup>th</sup> December**
  - 3<sup>rd</sup> January 2012**
  - 7<sup>th</sup> February**
  - 6<sup>th</sup> March**

Signed:..... Date: .....  
Clerk to the Parish Council