

SUTTON PARISH COUNCIL

Ms Clare Cooper, *Clerk to the Council*
34 Swallows Close, Hollesley, Woodbridge Suffolk IP12 3RW

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NOTICE OF THE SUTTON PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 27th January 2026 AT 7.00PM SUTTON MEMORIAL HALL (SMALL HALL), OLD POST OFFICE LANE, SUTTON

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.
All public and press are also cordially invited.

Agenda

1. Apologies for Absence:
 - a) To receive apologies
 - b) To approve Apologies
2. To receive any...
 - a) Declarations of Pecuniary Interest
 - b) Declarations of Non-Pecuniary Interest
 - c) Applications for Dispensation on Agenda Items.
 - d) Declarations of Gifts or Hospitality Received over the value of £50.00
 - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. Public Session (15 mins max):
 - a) Reports or comment from any member of the public or from any other village organisation
 - b) Reports or comment from ESC Councillor and SCC Councillor
4. Minutes:
 - a) To agree Minutes of meeting dated 18th November 2025
 - b) To agree Minutes of Planning Committee meeting of 9th December 2025
5. Matters arising:
 - a) Parking at the end of Sutton Hall Drive
 - b) Defibrillator administration
 - c) First Responder
6. Finance Matters:
 - a) To receive and accept Accounts as of 31st December 2025
 - b) To appoint an Auditor for 2025/26
 - c) To authorise the following Invoices for Payments:

i. C Cooper (Postage)	£0.87
ii. C Cooper (Salary)	£192.73
iii. Disability Advice Service (Donation)	£100.00
iv. Sutton Bowls Club (Donation)	£50.00
v. Any other invoice forthcoming	

Please be aware that recording of meetings is possible

d) To note Payments made since last meeting as standing order, direct debit or under Clerk's delegated authority:

i. C Cooper (Salary)	£192.73
ii. Peter Youngs (Defib pads)	£103.19

e) To note Payments received since last meeting:

i. HMRC (VAT reclaim)	£121.91
ii. Barclays (Compensation)	£75.00
iii. Barclays (Interest)	£22.89

7. Planning Applications

- a) DC/25/4981/P3R, Prior Approval (Agricultural to Flexible Commercial) - Change of use of Barn A to flexible commercial use - Barn A, Church Farm, B1083, Sutton, Woodbridge Suffolk
- b) Any other planning application received

8. Litter Pick

- a) To agree the date for the Litter Pick 2026

9. Meeting Dates

- a) To agree the Parish Council meeting dates for 2026/27

10. Deben Ward Meeting

- a) To decide whether to host the next joint parishes meeting

11. To receive agenda items and agree date of Next Meeting 31st March 2026 – In Sutton Village Hall

Clare Cooper - Clerk to the Parish Council (21st January 2026)