

SUTTON PARISH COUNCIL

Ms Clare Cooper, *Clerk to the Council*
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NOTICE OF THE SUTTON PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 31st MARCH 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 27th January 2026
 - b) To agree Minutes of Planning Committee meeting of 9th December 2025
5. Matters arising:
 - a) 2026 Litter Pick
 - b) Deben Ward meeting
6. Finance Matters
 - a) To receive and accept Accounts as of 28th February 2026
 - b) To decide whether to change from Barclays bank to a new banking provider
 - c) To authorise the following Invoices for Payments:
 - i. SALC (Training) £39.60
 - ii. Clerk Expenses (Microsoft 365) £84.99
 - iii. 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. ICO (Subscription) | £47.00 |
| iii. C Cooper (Salary) | £192.73 |
- e) To note Payments received since last meeting:
- | | |
|----------------------------|--------|
| i. Barclays (Compensation) | £50.00 |
| ii. Barclays (Interest) | £17.03 |

7. Planning Applications

- a) Any planning application received

8. Highways

- a) To agree a how to tackle dirty road signs around the village

9. Meeting Reports

- a) JPTI
b) Code of Conduct Training
c) East Suffolk Town & Parish Energy project

10. Documents

- a) To review the Financial Risk Assessment (2026)
b) To review the Non-Financial Risk Assessment (2026)
c) To review the Emergency Plan (2026)
d) To review the Asset Register (2026)

11. To receive agenda items and agree date of Next Meeting 12th May 2026 – In Sutton Village Hall

Clare Cooper - Clerk to the Parish Council (11th March 2026)