

NOTICE IS HEREBY GIVEN that all members of the Parish Council are hereby summoned to attend the next meeting of Great Barton Parish Council which will be held on **Monday 18th May 2026 commencing at 7.00 pm** in the Village Hall.

The Council, members of the public and press are welcome to attend and may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes and all public documents associated with this agenda will be published on the website.

AGENDA

1.	PROCEDURAL INFORMATION FOR THE COUNCIL'S ANNUAL MEETING		
	<ul style="list-style-type: none"> a) To elect a chairman b) To receive the Chairman's acceptance of office and updated register of members interest form c) To elect a Vice-Chair d) To receive any updates to Councillors registers of members interest's forms e) To appoint a responsible financial officer and internal auditor 		
2.	Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence No fire alarm tests planned, nearest exit advised. <ul style="list-style-type: none"> a) To receive members Declarations of Interest – Members are reminded of their responsibility to declare any pecuniary or non-pecuniary interests which they have in any item of business on the agenda no later than when that item is reached &, when appropriate, to leave the meeting prior to discussion and voting on the item. b) Council to consider any new written requests for dispensation and/or requests which have been received prior to the meeting. 		
3.	Open Public Session – 10 minutes		
4.	To receive County Councillor's report from Rebecca Hopfensperger		
5.	To receive District Councillor's reports from Sarah Broughton		
6.	To sign the minutes of the Council meeting on Monday 20 th April to stand as an accurate record of the meeting		
7.	Council to consider any completed planning applications from West Suffolk Council		
8.	Council to consider the following Planning Applications		
	a)	1 Lodge Close DC/26/0593/TPO	one Ash (on plan and with A1 on order) fell
	b)	Willow Barn 2 The Coppice DC/26/0633/LB	a. removal of internal structural partition wall to create open plan kitchen/dining area b. Installation of structural beam
	c)	Land Off Compiegne Way DC/26/0678/CLE	Application for lawful development certificate for existing use or development - commencement of planning permission DC/22/1294/FU
	d)	Rawlins School Lane DC/26/0668/TPO	TPO 370 (1974) tree preservation order - a. two Yew (T1 and T6 on plan within A2 on order) height reduction to six metres b. one Sycamore (T2 on plan within A2 on order) fell c. two Sycamore (T3 and T4 on plan within A2 on order) and one Beech (T5 on plan within A2 on order) pollard to eight metres above ground level
9.	Annual Governance and Accountability Return 2025/26 <ul style="list-style-type: none"> a) Confirmation of the dates for the exercise of public rights to approve the accounts 8/6/26 to 17/7/26 b) Council to confirm transfer of the underspend from 2025/26 c) Council to consider the Statement of Variances 2025/26 d) Council to adopt the annual bank reconciliation 		
10.	Finance <ul style="list-style-type: none"> a) Payment of Accounts and outstanding invoices - Approval & signing of payments schedule. Monthly bank reconciliations, Cashbook showing payments and receipts to date have been circulated. b) Clerks Financial report from the Responsible Financial Officer including details of reserve budgets c) Audit Paperwork – Section 2 to be approved and Signed Off d) Council to consider A143 Skirting Back costs following APM Survey e) Council to review decision to postpone Neighbourhood Plan Review f) Council to consider quote from Haydens for 3 yearly Tree Surveys on Parish Council Land 		



	<ul style="list-style-type: none"> g) Council to consider ad hoc cut on Conyers green h) Council to consider offer from the executors of Betty's Estate i) Council to consider Playground Refurb Quotes
11.	<p>Good Governance</p> <ul style="list-style-type: none"> a) Review of nominations to existing committees, appointment of Chairman, their terms of reference, determine if the public can participate, whether Chair and Vice-Chair are ex-officio members & whether they have voting rights, notice requirements and quorum (no less than 3) and their delegated arrangements: Planning, Suffolk Association of Local Councils representative, Village Hall representatives, Bank signatories, Triangle Development working group, Personnel, Tree Specialist & deputy, Emergency Plan representative, Icepits Wood, Finance, the representative for the Edwards and Calthorpe Educational Trust (G James) and to discuss the appointment of a Safeguarding Officer. b) Appointment of any new committees, confirmation of their terms of reference, number of members, determine if the public can participate, place of meeting, notice requirements, whether Chair and Vice Chair are ex-officio members & whether they have voting rights, quorum (no less than 3) and receive nominations to them c) Review of the council's and employees' memberships of other bodies – Suffolk Association of Local Councils, Community Action Suffolk (FOC) and Society of Local Council Clerks d) Review of Standing Orders and Financial Regulations e) Review of the asset register f) Review of Councils Advertising policy g) Review of Councils Reserves policy h) Re-adoption of the LGA Code of Conduct i) Review of pension provision – confirmation that in line with their pension responsibilities a re-declaration of compliance has been completed with The Pensions Regulator by SALC in January 2026 j) Review of effectiveness and scope of the internal audit and internal control k) Review of the Council risk assessments l) Annual review of adequacy of insurance
12.	Non-financial items
13.	Chairman's and Councillor's Reports
14.	<p>Correspondence not covered elsewhere on the agenda</p> <ul style="list-style-type: none"> a) Concerns over speeding in the village & Village Gates delay b) Reported overgrown hedge at Church Institute who have requested permission from West Suffolk Council to cut back
15.	Open Public Session – 10 minutes
	Items to be carried forward to next meeting - Date of next meeting – Monday 15 th June at 7pm