

Hawstead Parish Council

In the County of Suffolk

Chair

Henry Brewis

Email | Henry.Brewis@hawstead-pc.gov.uk

Responsible Finance Officer and Parish Clerk

Mrs Catherine Hibbert

Brokesbourne, Stanningfield Rd, Gt Whelmetham, IP30 0TY

Email | clerk@hawstead-pc.gov.uk

Dear Councillor

5th March 2026

You are hereby **SUMMONSED** to a meeting of Hawstead Parish Council at the Village Hall on **Thursday 12th March at 7.30 p.m.** The press and members of the public are invited to attend.

AGENDA

- 1. To receive apologies and consider any applications for approval of absence**
- 2. Public forum**
 - 2.1 Members of the public invited to make representations on any item on the agenda.
 - 2.2 County Council
 - 2.3 West Suffolk Council
 - 2.4 Police
- 3. Declaration of interests**
 - 3.1 To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
 - 3.2 To consider any applications for dispensations in relation to declared pecuniary interests.
- 4. Minutes**
 - 4.1 To resolve that the minutes of the Parish Council meeting dated 8th January 2026 be signed as a true and accurate record of that meeting.
- 5. Matters arising**
- 6. Reports**

To receive reports including the following:-

 - 6.1 Communications;
 - 6.2 Highways and safety (including Speedwatch/ pot holes/ defibrillator);
 - 6.3 Volunteering
 - 6.4 Clerk.
- 7. Conservation**
 - 7.1 Greens;
 - 7.2 Footpaths;
 - 7.3 River proposals –update on grant funding;
 - 7.4 Tree work (including tree warden)
- 8. To consider**
 - 8.1 Updated asset register
 - 8.2 Updated risk assessment
 - 8.3 Website accessibility audit
 - 8.4 New solar post for new SID

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8.5 Tree work

8.6 Vacancy on Council

8.7 WSC play equipment inspection service level agreement

8.9 Village hall car park

8.10 Request for licence over Village Green

8.11 Emergency generator servicing

9. Planning applications, appeals and notifications

9.1 To receive planning notifications;

9.2 To consider DC/26/0151/HH Householder planning application - veranda across rear Elevation at 3 Bull Lane Pinford End Hawstead Suffolk IP29 5NU

10. Finance

10.1 To receive and approve the bi-monthly financial summary for January-February 2026;

10.2 To approve payments to be made;

10.3 Appointment of SALC as internal auditor and acceptance of terms of engagement;

10.4 Review adequacy of Internal controls

11. Correspondence

11.1 Playground reports;

11.2 WSC letter withdrawing bottle bank;

11.3 Correspondence from WSC re Woodlands enforcement issue

11.4 Correspondence from resident re Cranks Footbridge.

12. Date of next meetings

To confirm date of next meeting on 14th May 2026 at 7.30pm to follow Annual Parish Meeting at 7.00pm.

CH

C Hibbert - clerk