

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

9th May 2026

You are hereby **SUMMONSED** to a meeting of Hawstead Parish Council at the Village Hall on **Thursday 14th May at 7.30 p.m.** The press and members of the public are invited to attend.

AGENDA

1. To elect Chair and Vice Chair

- 1.1 Election of Chair
- 1.2 Election of Vice Chair
- 1.3 Completion of declaration of acceptance

2. To receive apologies and consider any applications for approval of absence

3. Public forum

- 3.1 Members of the public invited to make representations on any item on the agenda.
- 3.2 County Council
- 3.3 West Suffolk Council
- 3.4 Police

4. Declaration of interests

- 4.1 To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
- 4.2 To consider any applications for dispensations in relation to declared pecuniary interests.

5. Minutes

- 5.1 To resolve that the minutes of the Parish Council meeting dated 12 March 2026 be signed as a true and accurate record of that meeting.

6. Matters arising

7. Reports

To receive reports including the following:-

- 7.1 Communications;
- 7.2 Highways and safety (including Speedwatch/ pot holes/ defibrillator);
- 7.3 Clerk.

8. Conservation

- 8.1 Greens;
- 8.2 Footpaths;
- 8.3 River proposals –update on grant funding;
- 8.4 Trees.

9. To consider

- 9.1 Standing Orders, Financial Regulation Orders and Code of Conduct (review and re-adoption);

Hawstead Parish Council

In the County of Suffolk

- 9.2 Review of asset register;
- 9.3 Review of arrangements with other businesses;
- 9.4 Review of appointments to outside bodies;
- 9.5 Confirmation of insurance cover for all insurable risks;
- 9.6 Review of Councils subscriptions to other bodies;
- 9.7 Review of policies (including FOI policy/accessibility statement/reserves);
- 9.8 Review of expenditure under s137 Local Authority Act 1972/ GPOC s1 Localism Act 2011;
- 9.9 Meeting dates for 2026/27;
- 9.10 Bank Mandate;
- 9.11 (re) appointment of representatives (tree/ greens/footpaths/ communications/speedwatch).
- 9.12 Vacancy on Council;
- 9.13 VH car park works;
- 9.14 Receive website accessibility report update.

10. Planning applications, appeals and notifications

- 10.1 To receive planning notifications;
- 10.2 To consider DC/26/0610/HH Householder planning application - a. boundary wall to existing gate b. single storey detached garage at Church Farm Church Road Hawstead Suffolk IP29 5N

11. Finance

- 11.1 To receive the financial summary for the year ending 31 March 2026
- 11.2 To receive and approve the bi-monthly financial summary for March-April 2026;
- 11.3 To approve payments to be made;
- 11.4 To receive SALC internal audit report 25/26;
- 11.5 To approve exemption certificate 25/26;
- 11.6 To approve governance statement 25/26;
- 11.7 To approve AGAR 25/26

12. Correspondence

- 12.1 Playground reports.

13. Date of next meetings

To confirm date of next meeting on 2/9th July 2026 (TBC) at 7.30pm.

CH

C Hibbert - clerk