PEASENHALL PARISH COUNCIL AGENDA

Councillors are summoned to attend a meeting of Peasenhall Parish Council in the **ASSEMBLEY HALL on WEDNESDAY 18th NOVEMBER 2026 at 7 PM**

Public Attendance: Members of the public and press are welcome to attend. At Item 4 the public will be invited to give their views or question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration unless directed by the Chairman.

Please be aware that filming and recording of the meeting may be taking place during the meeting.

1. **Apologies:**
    a. To receive apologies for absence and to note the reason.
    b. To approve apologies for absence.

2. **To receive declarations of interest:**

    a. Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, members of the Council may declare an interest at any point in the meeting.

3. **To consider requests for dispensation.**

4. **Public Forum:**

    a. To receive reports from SCC Cllr A Dunning and District Cllr. J. Ewart.
    b. Time for the public to speak.

5. **Minutes:**

    a. To approve as accurate the minutes of the Peasenhall Parish Council Meeting held on 21st October 2026.

6. **To receive progress reports for information:**

    a. Suffolk Highways Site Visit
    b. Cemetery Trees
    c. Old Primary School
    d. Community SpeedWatch
    e. Housing Needs Survey
    f. VanESSA
    g. 'Cake Off'
    h. WhatsApp group
    i. Council Facebook page

7. **Mabels Walk:** To receive an update on the situation and discuss and decide on next steps.

8. **Allotments:**

    a. To review and approve the Terms of Reference of the Allotments Committee
    b. To appoint people to the Allotments Committee.

9. **Finance and Governance:**

    a. To note the financial position as at 31 October 2026: Current Account balance: £38,512.62 Savings Account balance: £37,852.96
    b. To approve the renewal of the contract for website hosting (£58.33 + VAT).

c. SALC membership fee increase.
d. To review the plan to correct omissions identified by the internal auditor.
e. To authorise the attached authorisation to pay schedule and note the completed payments and receipts schedule.
f. To receive an update on the bank mandate change.
g. To acknowledge receipt of the second instalment of the precept: £ 6,786.30.
h. To discuss items to be included in the budget for the next financial year.
i. To approve the new financial regulations, financial risk register and reserves policy.
j. To discuss an investment strategy for the reserves.
k. To review and approve the CIL report.
l. To receive drafts of the proposed publication scheme and information guide.
m. To receive drafts of the proposed data protection policies.
n. To sign the minutes of the July council meetings.
o. To appoint Barry Rowing as the council's representative on the Church Lands Trust.
p. Casual vacancies.

10. **Planning:** No planning applications have been received.

11. Christmas: To finalise arrangements for the Christmas tree lighting event.

12. Emergency Plan: To discuss the initial steps to be taken to draw up an emergency plan for the village.

13. **Community Engagement:** To discuss communications methods the council could use to improve community engagement, particularly with a view to recruiting more councillors.

14. Matters to be brought to the attention of the Council:

a. Local Plan Focus Group for Town and Parish Councils: Thursday 3rd December from 2pm to 3:30pm at Riverside in Lowestoft.
b. East Suffolk Indoor Sports Facilities Study.
c. Keep the Heat 2026-2027 – thermal imaging camera loan

15. Date of Next Meeting: The next meeting will be on Wednesday 20h January 2027 at 7 pm in the Assembly Hall.

16. Confidential Matters

a. To resolve to exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 because of the confidential information being discussed.
b. To resolve an apparent error about pay in the clerk's employment contract.
c. To consider and approve the new NJC pay settlement, including backdating it to the start of the financial year for both the current and former clerk.

Alison Nichols
Parish Clerk
12.11.2026

Payments requiring authorisation					November	2026		
Date	**Vr No**	**Supplier**	**Item**	**Gross**	**VAT**	**Net**	**Comment**	**Power**
16/10/2026	39.26	Community Action Suffolk	gov.uk renewal	£324.50	£54.08	£270.42	INV-1392	LGA 1972, s111
01/06/2026	14.26	Clear Councils Insurance	insurance renewal	£743.94	£0.00	£743.94	LCC00974	LGA 1972, s111
31/10/2026	40.26	Alison Nichols	October salary	£378.30	£0.00	£378.30		LGA 1972, s112
31/10/2026	41.26	Alison Nichols	October expenses	£24.00	£0.00	£24.00	see sheet	LGA 1972, s111
31/10/2026	42.26	Peasenhall Assembly Hall	November Hall Hire	£24.00	£0.00	£24.00	inv no 548	LGA 1972, s111
01/11/2026	43.26	Alison Nichols	website renewal	£70.00	£11.67	£58.33	inv no 9131	LGA 1972, s111
Total				**£1,564.74**	**£65.75**	**£1,498.99**		
Initialled by:								
		Chair PPC		**Date:**				
All invoices and payments listed above have been examined, verified and certified by the RFO, Alison Nichols								
Signed:						**Date:**		

Payments and Receipts transacted since the last Peasenhall Parish Council meeting agenda

Date	**Receipt**	**Payment**	**From/To**	**Item**
20/10/2026	£110.00		East of England Co-op	Interment fee
21/10/2026		£324.50	Community Action Suffolk	gov.uk email addresses
28/10/2026		£122.40	SALC	Payroll provision
28/10/2026		£24.00	Alison Nichols	clerk's expenses
28/10/2026		£24.00	Assembly Hall	Hall hire
28/10/2026		£198.00	David Kindred	Grass cutting
28/10/2026		£378.30	Alison Nichols	September wages
Total	£110.00	£1,071.20		