



STANTON PARISH COUNCIL

Clerk to the Council: - Fiona Osman
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Chair – Keith Marlow

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD ON

THURSDAY 14 May 2026 at 7pm at Stanton Village Hall

Councillors are summoned to attend.

AGENDA

1. **Election of Chairman:** Election of Parish Council Chairman for 2026-27. Newly elected Chairman to sign 'Acceptance of Office' declaration before proceeding with meeting.
2. **Election of Vice Chairman:** Election of Parish Council Vice Chairman for 2026-27.
3. **Roll Call and Apologies:** To receive and consider acceptance of apologies for absence.
4. **To consider and approve minutes of previous meeting:** 9 April 20226 (attached)
5. **Public Forum:** *The public are invited to address the Council. The period of time designated for public participation at a meeting shall not exceed 15 minutes (unless directed by the chairman of the meeting). A member of the public shall not speak for more than 5 minutes.*
6. **Reports from:**
 - a. District Councillor Jim Thorndyke
 - b. Suffolk County Councillor (as elected)
7. **Clerk's Report (attached) with updated Parish Council Meeting Dates** (attached)
8. **Declarations of Interest:** To declare any interest in remaining items on the agenda.
- 9.
- 9.1. **Statutory Business/Governance:**
 - a. **To review and adopt Standing Orders and Policies Document – 2026-27** (attached)
 - A. Standing Orders
 - B. Code of Conduct for Members
 - C. Financial Regulations
 - D. Statement of Internal Control
 - E. Risk Assessment

To note that C. Financial Regulations have been updated to reflect the Model Financial Regulations 2025 and specifically to note the two highlighted sections on pages 43 and 51.

- b. **Recruitment of Parish Clerk** – to receive an update from the Personnel Working Group on the recruitment of a new Parish Clerk.

9.2. Finance and Audit:

- a.
 - i. **Finance Report as at 30 April 2026** – (attached) to receive and agree.
 - ii. **Scheduled payments** - to approve payments– to be signed by Chair.
- b. **Internal Audit** – to receive the Interim Internal Audit of the Accounts for the Year Ending 31 March 2026 (attached) and the Annual Internal Audit Report 2025/26 (attached).
- c. **Annual Governance Statement** – (Full AGAR attached) to consider and approve Annual Governance Statement (AGAR Section 1) – to be signed by Chair and Clerk.
- d. **End of Year Accounts** – to consider and approve End of Year Accounts (AGAR Section 2) - to be signed by Chair.
- e. **Asset Register** – (attached) to review and approve the Asset Register 2025-26
- f. **Insurance Renewal** – (attached Policy Schedule and Renewal Invitation Letter) - to discuss and agree insurance renewal with effect from 1 June 2026

- 9.3. Action Plan:** (attached) The Action Plan contains details of events and projects that will be undertaken and funded by the Parish Council for 2026/27. There must be a councillor lead for each event or project.

Any events or projects without funding or a councillor lead, will be listed as aspirational. The Parish Council will consider all aspiration items at the Budget meeting in November to determine which of these will be implemented in the following financial year, provided sufficient budget is available.

10. Planning applications:

a. New Applications

i.	<u>DC/26/0580/TPO</u> <u>The Old Rectory, Old Rectory Gardens</u>	TPO 078 (1966) tree preservation order - a. 14 conifers (G1 on plan within A1 on order) fell b. four Robina (G2 on plan within A1 on order) pollard then to around eight meters above ground level
ii.	<u>DC/26/0561/TPO</u> <u>Mulberry Barn, Duke Street</u>	TPO 126 (1970) tree preservation order - one Sycamore (T1 on plan within G2 on order) fell
iii.	<u>DC/26/0628/TCA</u> <u>Mulberry Barn, Duke Street</u>	Trees in a conservation area notification - a. one Mulberry (T2 on plan) reduction of all limbs by up to seven meters b. one Willow (T3 on plan) pollard to four meters above ground level c. one Willow (T4 on plan) re pollard to previous pollarding points d. Sycamore group (T5 on plan) reduce height by up to eight meters
iv.	<u>DC/26/0607/FUL</u> <u>38, 40, 42 & 44 The Street</u>	Planning application - replacement doors and windows
v.	<u>DC/26/0677/EIASC</u> <u>R Shepherds Grove Industrial Estate</u>	EIA screening opinion under Regulation 6 (1) of the Environmental Impact Assessment Regulations 2017 on the matter of whether or not the proposed development is considered that there are likely significant environmental impacts for which an environmental statement would be required - proposed hybrid planning application incorporating a full application for a new roundabout, internal spine road and related landscaping, infrastructure and works, together with site perimeter landscaping, and an outline application for phased development (where each phase shall be severable being an independent act of development) including buildings and/or use under Use Classes E (g) and/or B2 and/or B8 and/or ancillary uses to include associated works and infrastructure

11. Matters for discussion:

- a. **Play Area Inspection Reports** – (attached) to receive and note Inspection Reports for April 2026.
 - i. Pocket Park
 - ii. Skate Park
 - iii. Village Hall
- b. **Village Maintenance List** – (attached) to review Maintenance List and agree actions to be taken.
- c. **Parking on grass verges** – to receive a verbal update Cllr Marlow
- d. **The Grundle** – (attached) to receive a written report following an inspection of The Grundle Cllr Foulds
(unable to attend)

12. Correspondence received:

- a. Email from resident re fly tipping in the ‘small lane’ beside Jacob’s Close. This is not the first occurrence – previously reported to West Suffolk Council and was told the land does not belong to them and to contact the Land Owner. This has also been reported to the Clerk by the Street Cleaner.

13. Questions to the Chairman.

To consider any questions to the Chairman and whether items should be added to future agendas.

- **Water Bill for Recreation Ground** (Cllr Meadwell)
- **Shepherds Grove Park Homes - transportation through village.** (Cllr Burdett)

14. Date of next meetings.

To confirm the next scheduled Parish Council meeting on **Thursday 4 June 2026 at 7pm**

Signed: *Fiona Osman*
Clerk to Stanton Parish Council

Date: 8 May 2026

Attachments:

Agenda item	Details
7	Clerk’s Report – 30 April 2026 26-27 – Parish Council Meeting Dates
9.1	a. DRAFT – Standing Orders and Policies Document 2026/7
9.2	a. Finance Report – 30 April 2026
	b. Annual Internal Audit Report 2025-2026 (AGAR) Stanton Parish Council – Internal Audit Report for 2025-26
	c.&d. Annual Governance Statement (AGAR Section 1) and End of Year Accounts (AGAR Section 2)
	e. Asset Register 2025-26
	f. Insurance Policy Schedule Renewal Invitation Letter
9.3	2026-27 – Action Plan - DRAFT
11	a. <ul style="list-style-type: none">i. Play Area Inspection Report – Pocket Parkii. Play Area Inspection Report – Skate Parkiii. Play Area Inspection Report – Village Hall
	b. Village Maintenance List – revised 6 May 26
	d. The Grundle – 16 April 2026