Saxtead Parish Council

You are summoned to attend an Meeting of Saxtead Parish Council to be held at the Old Mill House Public House, Saxtead IP139QE Thursday 12th November 2026 7:00pm

AGENDA

Parish Council Meeting

SPC/26/11/191: Chairperson's welcome

SPC/26/11/192: *Recording:* *The Council, members of the public and the press may record/ film/ photograph or broadcast this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk (in advance) who will instruct that they ae not included in the filming.*

SPC/26/11/193: Co-option of Councillors – if applicable

SPC/26/11/194: To receive apologies for absence

SPC/26/11/195: Declarations of Interest

SPC/26/11/196: Public Forum

SPC/26/11/197: Minutes.

a) To sign the Minutes of the Parish Council meeting 10th September 26 as a true record.
b) Matters Arising September 10th meeting not elsewhere on the agenda
c) To sign the Minutes of the Ext Parish Council meeting 14th October 26 as a true record.
d) Matters Arising 14th October meeting not elsewhere on the agenda

SPC/26/11/198: Councillors' Reports

a) Suffolk County Council – Cllr Stephen Molyneux – **None received to date**
b) East Suffolk District Council – Cllr Langdon-Morris – **None received to date**

SPC/26/11/199: Village Events

a) Classic Car rally update – Cllr E Sullivan
b) Celebrating Saxtead – Cllr Barlow-Shepherd
c) Litter-pick update – Cllr E Sullivan
d) Neighbourhood Watch – Cllr Caulfield

SPC/26/11/200: Projects

a) SID report / extra pole – Cllr Slater
b) Speed Camera volunteers report – Cllr Slater
c) Layby monitoring / fly tipping – Cllr J Sullivan
d) Drainage works around the Green – Cllr J Sullivan
e) Maintenance of Assets – Cllr Caulfield
f) Notice Board stability – Cllr J Sullivan
g) Web Site development – Clerk – responses from PearSpace
h) Emergency Plan – Cllr E Sullivan

SPC/26/11/201: Correspondence – None to consider

SPC/26/11/202: Finance

a) To authorise cheques for signature – none have been raised
b) Following review Insurance premium 26/27 paid to Zurich insurance for **£327.00**
c) To approve the 2nd Quarter budget monitoring report – circulated prior to meeting
d) To approve a budget for 2027-28 **–** options circulated prior to meeting
e) To approve the Precept for 2027- 28 as per selected budget option
f) To note Balances as at **30th September 2026**

Community Ac £ 7,274.83 Premium Ac £ 6,095.09

g) To receive and approve payments since last meeting

	£
a) Clerk Salary Sept 2026	405.16
b) P30 HMRC Tax Sept 2026	109.20
c) Zurich Council Insurance 2026-27	327.00
d) SALC Payroll	54.00
e) Clerk Salary October 2026	351.41
f) P30 HMRC Tax Oct 2026	85.50

NOTE : Income from Celebrating Saxtead £1,451.80

SPC/26/11/203: Audit Preparation 2026 / 27

a) Statement of Internal Controls – Clerk & Cllr Firth (Examining Cllr)
b) To note NIL CIL report – circulated prior to meeting

SPC/26/11/204: Appointment of Officers & Council representatives- None

SPC/26/11/205: Planning Matters

a) To receive planning decisions: - None received to date
b) To consider any planning applications

Application no.: **DC/26/3211/LBC** - **Site address**: Perry Acres, Church Road, Saxtead, Woodbridge, Suffolk IP13 9QT (Not in Saxtead Village)

Application no: **No: DC/26/3699/TC**A | Received date: Wed 21 Oct 2026 | Status: Pending Consideration |

3no. Silver birch (2, 3 and 6 on plan) - Fell 1no. Cherry (5 on plan) - Fell - Farm Side The Green Saxtead Woodbridge Suffolk IP13 9QH

SPC/26/11/206: Any Other Business

a) Parish Council Wish List for future projects – Cllr Slater
b) Preparing for Winter – Cllr E Sullivan
c) Election May 2027 - Clerk

SPC/26/11/207: Date of next meeting, time and venue.

Peter Grogan Clerk to Saxtead Parish Council