Saxtead Parish Extraordinary Council Meeting
14th October 2026 7:00pm
Old Mill House Public House, Saxtead, IP13 9QE

MINUTES

SPC/26/10/174: Welcome: The Chair welcomed everyone to the meeting

SPC/26/10/175: Recording: The Chair read out the statement on recording.

SPC/26/10/176: Co-option – No Co-option was considered

SPC/26/19/177: Attendance: Cllr E. Sullivan – Chair, Cllr J Sullivan, Cllr N Barlow-Shepherd, Cllr E Firth, Cllr Caulfield, Cllr M Baumbach.

In the absence of the Clerk the Chair Cllr E. Sullivan took the minutes.

Note: The Clerk Peter Grogan, arrived late at 7:30pm after the meeting has closed

Apologies: No apologies were received

Ext Meeting Special Motion: Cllr Slater had made the Parish Council aware that she had not attended a Council meeting for 5 months. She was concerned she may be in breach of Section 85 (1) of the Local Govt Act requiring she attend within a 6 month period. She requested an Extraordinary meeting to ensure her status as Parish Councillor was maintained and assure the Council of her continued participation.

It was proposed that as Cllr Slater's previous absences had been approved, her commitment to the Parish Council was not in doubt, and that this was now no longer an issue.

Proposed Cllr E, Sullivan, **Seconded** Cllr J Sullivan, **Approved** Unanimously.

SPC/26/10/178: Declarations of Interest: No interests declared

SPC/26/10/179: Public Forum: - None

SPC/26/10/180: Minutes:

a) **To agree the Minutes of the previous Meeting:** Deferred
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b) **Matters Arising:** None

SPC/26/10/181: Councillor Reports: None

SPC/26/10/182: Village Events: Deferred

SPC/26/10/183: Projects - Deferred
SPC/26/10/184: Correspondence: None

SPC/26/10/185: Finance

a) **To authorise cheques for signature –** none received

b) **To note the balances as of 30 Sept:** Community **£7,274.83** Premium £**6,095.09**

c) **Approval of payments made online:** Deferred

SPC/26/09/186: Audit Preparation 2026/27 – Deferred

a) **Review of Financial Controls and Internal Audit–** Deferred

SPC/26/10/187 Appointment of Council Officers / Representatives: None

SPC/26/10/188: Planning

a) **To receive planning decisions –** None

b) **To consider any planning applications –** Deferred

SPC/26/10/189: AOB

1. Emergency Planning – Cllr E Sullivan informed the meeting that there would be a meeting to discuss the emergency Plan on 28th October at 7:00pm at the Old Mill Public House. Cllr E Sullivan will invite the Resilience Officer (Charlie Smith) to advise on the plan and provide templates. Following this meeting Cllr E Sullivan plans to co-ordinate a working group to draw up a draft plan.

SPC/26/10/190: Date and time of next Parish Council meeting: Thursday 12th November 2026 at 7:00pm in the Old Mill Public House.

The Chair closed the meeting at 7:15pm,

Peter Grogan, Parish Clerk, 20/10/26