

DRINKSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13th April 2026

Present: Councillors: Paul Selvey (Chair), Penny Otton, Nicky Willshire, Alice Robinson, Cllr Emery, Cllr Turner
Clerk: Michael Walton.

1. There were no apologies for absence.
2. There were no declarations of interest:
 - 2.1. There were no Members' Declarations of and/or Disclosable Pecuniary Interest in subsequent Agenda items. Cllr Robinson did however indicate an interest in the employment of her husband to conduct works at the Cricket.
 - 2.2. Requests for dispensations.
There were no requests for dispensations
3. The Chair, Cllr Selvey, offered himself to act as Chair for the forthcoming year. The Cllrs voted unanimously to accept his offer. There were no volunteers to be vice-chairman.
4. The District and County Council Ward Members & Clerk submitted their reports.
 - 4.1. Cllr Penny Otton County Councillor
Cllr Otton indicated that it is her last meeting as Suffolk Councillor and we thanked her for her efforts over the years.
 - 4.2. Nicky Willshire Ward Member
Joint plan consultations will be undertaken in late Q3 to assess the new settlement boundaries. It was noted that Drinkstone will be in West Suffolk and Rattlesden will be in East Suffolk – this is a change to the current set-up.
 - 4.3. Paul Selvey Highways
No update to the previously submitted report. Cllr Selvey indicated that SID prices are £2,500 and that there may be an argument to purchase a new SID for the village given that we have 4 posts and 3 SIDS.
It was agreed that Cllr Selvey would request Phil Graves to work on a blocked pipe near All Saints Church.

Michael Walton: Drinkstone Parish Council Clerk & RFO
Tyne Barn, Gedding Road, Drinkstone, IP30 9TG
Telephone; 07950 763665 Email; clerk@drinkstoneparishcouncil.gov.uk

4.4. Alice Robinson Village assets

Cllrs unanimously agreed to authorize Scott Robinson to complete the works on the wooden slides at the Cricket.

Agreed to make an application to the National Lottery for funds to further develop the Cricket playground.

4.5. Malcolm Turner Footpaths and allotments

Two signposts have fallen down on Footpath 4 – new posts to be purchased. A request has been received for a new dog pin at the Woolpit footpath. It was agreed to apply for a locality grant to purchase a new bin.

Drinkstone Parish website does not show the footpaths. The clerk informed the councillors that the mapping can still be found on the village hall website.

4.6. Christine Emery Community engagement

Nothing to add to written submission

Cllr Emery indicated that the Village Hall committee have requested an introduction to Richard Parmee to look at sourcing trees for the village hall site.

4.7. Clerk report

The clerk's report was noted.

The Councillors agreed unanimously to adopt the Model Financial Regulations and the standard Risk Assessment and Management controls were reviewed and agreed.

The Cllrs voted that the Chair sign off the Internal Control Statement and Report. It was agreed that Christine Emery be added to the bank mandate

5. The minutes of the meeting held on 13th April 2026 were received and approved.

6. There was no public comment nor questions from the parishioners.

7. The clerk presented:

7.1. Annual accounts to 31st March 2026

7.2. A statement of reserves as at 31st March 2026

7.3. The Fixed Asset Register as at 31st March 2026.

7.4. Draft AGAR return for 2025/6.

The Cllrs voted unanimously to accept the three returns and the Chair and RFO was asked to sign and authorize the documents.
The Cllrs voted unanimously for the AGAR return be signed and submitted for audit review

8. Review of Drinkstone Parish Council Policies

- 8.1. Complaints policy
- 8.2. Data protection policy
- 8.3. Document retention policy
- 8.4. Financial regulations
- 8.5. Equal opportunities policy
- 8.6. Health & Safety policy
- 8.7. Local Government Association Model Councillor Code of Conduct
- 8.8. Media policy
- 8.9. Memorial policy
- 8.10. Privacy Notice
- 8.11. Protocol for reporting
- 8.12. Public participation in Open Forum Protocol
- 8.13. Recruitment policy
- 8.14. Standing Orders
- 8.15. Reserves policy
- 8.16. Financial Risk Assessment Internal Controls
- 8.17. Procurement policy
- 8.18. Freedom of information

It was noted that the policies were consistent with those adopted in previous years and that there was no requirement to update them. The Cllrs voted unanimously to adopt the policies.

9. Cllr Selvey proposed that the following payments below be approved

9.1. To review and approve payments:

	Description	£
UT1	Suffolk Cloud 2026/7	120.00
UT2	Suffolk Cloud	70.00
UT3	SALC payroll	54.00
UT4	Village hall room hire 02/02/2026	20.00
UT5	Emery – Easter 2025	51.80
UT6	Emery – Children’s Xmas party	298.58
UT7	Emery – Easter Egg trail 2026	214.13
UT8	SALC membership	305.86

9.2 To review and approve receipts

UT1	VAT rebate 25/26	4,503.15
UT2	Unity interest q4	112.46

The Cllrs voted unanimously to agree that the expenses listed above be authorised for payment.

10. Annual CIL return

The Cllrs voted unanimously for the Chair and the Clerk to authorize and sign the annual CIL return

11. The Council agreed that the date of the next meeting is 1st June 2026 at 7.30 pm.

12. The Council agreed that the Annual Parish Meeting will be held after the meeting, to commence at 8pm.

13. The meeting closed at 21.30pm.

Signed

Paul Selvey

1st June 2026

Michael Walton: Drinkstone Parish Council Clerk & RFO
Tyne Barn, Gedding Road, Drinkstone, IP30 9TG
Telephone; 07950 763665 Email; clerk@drinkstoneparishcouncil.gov.uk