

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend the meeting of the Council on
Monday 13th April 2026
at 8.00pm in the

Village Hall, Gedding Road, IP30 9SZ for the transaction of the business on the agenda
below.

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will
be invited.

AGENDA

1. Apologies for absence to be noted or approved.
2. Declarations of interest:
 - 2.1. To receive any Members' Declarations of and/or Disclosable Pecuniary Interest in subsequent Agenda items.
 - 2.2. To receive requests for dispensations.
3. To elect a Chairman for the forthcoming year ending 31st March 2027.
4. To receive any report from District and County Council Ward Members & Clerk.
 1. Cllr Penny Otton County Councillor
 2. Nicky Willshere Mid Suffolk District Councillor
 3. Paul Selvey Highways
 4. Alice Robinson Village assets
 5. Malcolm Turner Footpaths and allotments
 6. Christine Emery Community engagement
 7. Clerk's report
5. Approval of minutes of meeting held Monday 2nd March 2026
6. Public comment or question invited by the Chair.

7. Financial review

- 7.1. Annual accounts to 31st March 2026
- 7.2. Reserves as at 31st March 2026
- 7.3. Fixed asset register as at 31st March 2026

Proposal: Cllr Selvey: the Council approves the accounts for the 12 months ended 31.03.26 and authorises the Chairman and the RFO to sign them as approved.

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

9. To review and confirm the month bank transactions and receive the latest bank reconciliation.

a. 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

b. To review receipts

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

Proposal: Cllr Selvey Council to agree that the expenses listed above be authorised for payment.

10. Approval of CIL return for 2025/6

11. To confirm that the scheduled date for the next meeting is agreed by Council as Monday 1st June 1st, 2026 at 7.30pm.

12. To confirm that the Annual Parish Meeting will be held after the Parish Council meeting on June 1st, 2026 at 8pm.

13. Close the meeting.

Drinkstone Parish Clerk

Michael Walton: Drinkstone Parish Council Clerk & RFO
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