



**Parish Council Members** – Chairman: Cllr W Binder, Cllr S Wright, Cllr L Keen, Cllr B Palmer, Cllr J Latham, Cllr A Brown

## **Notice of Meeting and Summons to Councillors to Attend Little Blakenham Parish Council**

**Dear Councillor**

You are summoned to attend the Parish Council meeting which will be held on **Tuesday, 17<sup>th</sup> March 2026 at 7.30pm** in the Village Hall.

**J Blackburn**  
**Parish Clerk**  
**Tel: 01449 721369**  
**Email: [clerk@littleblakenham-pc.gov.uk](mailto:clerk@littleblakenham-pc.gov.uk)**

### **AGENDA**

- 1) To receive apologies of absence**
- 2) Co-option of Councillor**
- 3) To receive Declarations of Interest**
- 4) To receive any Applications for Dispensation**
- 5) To approve the Minutes of the previous meeting held on Tuesday, 20<sup>th</sup> January 2026**
- 6) Port One Update – Jack Payne (Preconstruction Surveyor) and Andrew Piper-Hunter (Quantity Surveyor)**
  - a) Upcoming works to highways
  - b) Existing planning applications for our existing Port One site
  - c) Port One North Planning Application – Overview / Public Consultation and Communication / Have your say!
- 7) Public Forum – Members of the public are invited to give their views and questions the Parish Council on issued on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part of the Parish Council meeting itself.**
- 8) To receive the County Councillor's Report – County Cllr Chris Chambers**
- 9) To receive the District Councillor's Report – District Cllr Adrienne Marriott**
- 10) To receive the Clerk's Report including the following Financial Matters**
  - a) Clerk's Report – *Extra Hours worked*
  - b) To receive the Finance Report
  - c) To authorise Payments and note Receipts
  - d) To approve the Bank Reconciliation
  - e) To approve the Budget Monitoring Report
  - f) To appoint the Internal Auditor – 2025/26
  - g) To approve the External Audit Arrangements for 2025/26
  - h) To discuss donations to outside bodies

i) To approve the insurance renewal

**11) To approve Policies and Procedures**

- a) To conduct a Review of Internal Audit Control and Risk Management Arrangements
- b) To review the Financial Regulations
- c) To approve the Freedom of Information Policy
- d) To review and approve the Equality, Diversity & Inclusion Policy
- e) To review and approve the Safeguarding Policy
- f) To review and approve the Health & Safety Policy

**12) Planning Applications**

- a) For discussion and decision – (including any applications / decisions received since the publication of the agenda
- b) Decisions made by Mid Suffolk District Council

**13) To discuss the Village Hall**

- a) Completion of Hall – including CiL documentation to complete and submit
- b) Provision of Disabled Parking Space - Update
- c) Defibrillator Training
- d) Reclaim the Rain proposal - Update
- e) Electricity Supplier – surplus energy
- f) Issues relating to the hiring and use of the Hall

**14) To discuss Street lighting – Maintenance Plan/costs**

**15) To discuss Precept Contributions – Alliance Group**

**16) To receive an update on the Joint Neighbourhood Plan**

**17) To receive an update on the Play Area**

**18) Matters to be brought to the attention of the Parish Council – *Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.***

**19) Date of next meeting – Tuesday, 19<sup>th</sup> May 2026 – Annual Meetings**