

STOWLANGTOFT ANNUAL PARISH COUNCIL MEETING

**MONDAY 18 MAY 2026 AT 7.45 PM
St GEORGE'S CHURCH, THE STREET**

Present: Cllrs D'Lima (Chair), Suggett (Vice Chair), Bourne, Cuff and Wales. A Osman (clerk) was also in attendance along with 2 members of the public.

- 1 **Election and appointment of Chair and Vice-Chair.** Cllr Suggett proposed that Cllr D'Lima continue as Chair. Cllr Cuff seconded the motion which was carried unanimously. Cllr D'Lima proposed that Cllr Suggett continue as Vice Chair. Cllr Wales seconded the motion which was carried unanimously.
- 2 **Apologies for absence.** Cllr Catchpole sent apologies which were accepted.
- 3 **Declarations of Interest.** Cllr Cuff declared an interest in Item 9 – finance report.
- 4 **Public Forum.** None
- 5 **County Councillors Monthly Report.** Nil. County Cllr Patchett was newly elected.
- 6 **District Councillors Monthly Report.** District Cllr Richardson's monthly report had been pre-circulated. Agreement in principle to fund the Anglian Water report for the Church was covered at the preceding Annual Parish Meeting.
- 7 **Minutes of the meeting held on 16 March 2026.** Cllr Cuff proposed that the minutes of the meeting held on 16 March 2026 be approved. Cllr Suggett seconded the motion, and it was carried unanimously.

The April 2026 meeting was cancelled due to no planning applications being received and no urgent actions.

- 8 **Matters arising from the last meeting:** No matters arising.

9 **Finance:**

Finance Report. The meeting noted the financial report (current bank balance of £4,153.22 and the projected outturn at the end of the FY of £900 current account and £1,500 savings account), circulated before the meeting. Payments authorised:

SALC Membership	£155.78
Clear Councils (Insurance)	£397.72
Gipping Press	£104.00
Malcolm Saunders (Audit)	£100.00

The Chair agreed to authorise payments.

IT Policy. The meeting agreed the new IT policy which would be incorporated into the Standing Orders & Policy document.

Risk Assessment. The meeting approved the Parish Council's risk assessment which had been pre-circulated.

Asset Register. The meeting noted the Asset Register that had been pre-circulated and observed that there were 2 dog bins and benches. **The Clerk was to update the Asset Register.**

Audit Report. The meeting noted the contents of the auditor's report, pre-circulated, which raised no observations.

Governance Report. The meeting approved the Annual Governance Report covered by Section 1 of the Stowlangtoft Parish Council Annual Governance and Accountability Return 2025/26 which had been pre-circulated. The meeting also confirmed that the Parish Council was exempt from a limited assurance review as its gross expenditure for 2025/26 did not exceed £25,000. **The Clerk was to return the signed Certificate of Exemption.**

End of Year Accounts. The meeting approved the Accounting Statements covered by Section 2 of the Stowlangtoft Parish Council Annual Governance and Accountability Return 2025/26 that had been pre-circulated.

Donations. The meeting approved the following donations:
£400 – Village Newsletter
£100 – SARS

Appointment of New Parish Clerk. The meeting agreed to appoint Jo Miles as the new Parish Clerk from 1 July 2026.

10 **Planning matters:** Nil.

11 **Highways matters:**

Kiln Lane-Quiet Lane Designation. The meeting noted that the legal designation of Kiln Lane as a Quiet Lane had been made and the installation of signs was awaited.

12 **Correspondence:**

Planning Complaint. The meeting noted a planning complaint had been made by a local resident to Mid Suffolk District Council in relation to DC/25/03307 and agreed to monitor the issue.

Proposed Woodland Creation at Hunston & Stowlangtoft. The meeting noted the letter from Oakbank Game & Conservation Ltd.

13 **Councillors' Forum:**

Grass Cuttings. Cllr Bourne highlighted that grass cuttings from the churchyard were being dumped onto council land. **Cllr Cuff agreed to discuss the issue further with Cllr Bourne after the meeting.**

Churchyard Clearance. Cllr Cuff indicated that further clearance work could be undertaken by the Community Caretaker within the churchyard. It was agreed to raise this at the next meeting to investigate locality funding.

- 14 **Date of next meeting:** The next meeting will be held on Monday 20 July 2026 at 7.30pm in St George's Church, The Street. If any planning applications or urgent actions are identified after the May meeting, these will be considered at a short meeting on Monday 15 June 2026 at 7.30 pm.

The meeting concluded at 8.17pm.

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Chair

DRAFT



District Councillor Report – Harry Richardson

4th May 2026

Suffolk County Council elections, 7th May 2026	<p>On Thursday 7th May there will be elections held to Suffolk County Council for the two county divisions that cover Thurston ward: Thedwastre North (Norton and Stowlangtoft) and Thedwastre South (Beyton, Thurston, and Tostock).</p> <p>Regardless of the outcome we will have new County Councillors as both incumbents (Andy Mellen in Thedwastre North; Penny Otton in Thedwastre South) are standing down. I would like to place on record my thanks to them both for their hard work; although we belong to different political parties I have enjoyed working with them over the last few years.</p>
Local government reorganisation	<p>We are expecting the first draft of the proposed ward arrangements for the new 'Western Suffolk' unitary authority to be published on Monday 11th May. This will be open to public consultation ahead of submission to the Government prior to Parliament's summer recess (the exact deadline is yet to be confirmed).</p> <p>The Government will then confirm the new unitary authority wards in the autumn ahead of the elections to the 'shadow' council in May 2027.</p>

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