POLSTEAD PARISH COUNCIL

Clerk: Zoe Rumsey Telephone: 07304 361524 Email: clerk@polstead-pc.gov.uk

Dear Councillor

You are summoned to the Meeting of Polstead Parish Council on Thursday 19th November 2026 starting at 7.30pm in Polstead Village Hall.

The Agenda for the meeting is listed below.

Zoe Rumsey

Signed by Zoe Rumsey Clerk to Polstead Parish Council Dated 13th November 2026

Agenda

1. Apologies for absence
2. Receive declarations of interests and requests for dispensation from Councillors
3. Agree Minutes of Polstead Parish Council (PPC) meeting held on 15th October 2026
4. Agree actions required following the previous meeting
5. Public forum:
   a. Receive reports from County Councillor and District Councillor
   b. Receive questions from Parishioners (contributions to be limited to 2 minutes) The Chairman will ask Parishioners on which topic they wish to address, so they can speak at this point or at the relevant Agenda Item
6. Receive reports and questions from Councillors
7. Planning
   a. Consider any planning application received since the agenda was posted requiring a response before the next scheduled meeting.
   b. Consider the status of planning applications, appeals, enforcement referrals and any potential planning issues

   Planning applications can be found on the Babergh District Council Planning Portal.
8. Agree actions on emails distributed since the last meeting
9. Finance
   a. Authorise payments for invoices received since the last meeting
   b. RFO Report – Note bank balance, income received and outgoings
   c. To approve Clerks Salary following completion of CiLCA

d. Budget review

10. Consider any issues raised regarding Highways and Footpaths
11. Consider any Asset, allotment, playground or playing field issues
    a. To approve purchase of replacement bench for White Street Green
12. Neighbourhood Plan – Update
13. To discuss contract for tree works (footpaths)
14. To agree dates for 2027 meetings
15. Annual review of documents
    a. Risk Management Register
    b. Financial Regulations
    c. Standing Orders
16. Future agenda items

Date, time and place of next meeting:

Thursday 21st January 2027, 7.30pm at Polstead Village Hall

A meeting may be held in December should there be an urgent planning item – Date and place to be arranged