GISLINGHAM PARISH COUNCIL

LOCAL COUNCIL AWARD SCHEME QUALITY

Working for our Community

Clerk: Mrs S Budd

Tel: 07833 705915
Email: clerk@gislinghamparishcouncil.com

I hereby give notice that the **ANNUAL PARISH COUNCIL MEETING** will be held in Gislingham Village Hall on **Monday 18th May 2026 commencing at 6.30pm**.

Councillors are summoned to attend. The Press and the Public are invited to attend.

The Parish Council, members of the public and the press may record, film, photograph or broadcast this meeting, when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and wishes to record, film, and photograph or broadcast the meeting should advise the Chair prior to the commencement of the meeting.

S Budd
Parish Clerk
8th May 2026

AGENDA

1 To elect the Chair of Gislingham Parish Council
2 To elect the Vice Chair of Gislingham Parish Council
3 To sign Acceptance of Declaration of Office
4 To consider and approve apologies for absence
5 To receive Declarations of Interest on Agenda Items
6 To consider Requests for Dispensations on Agenda Items
7 To resolve the draft minutes of the Parish Council Meeting held on Monday 20th April 2026 are a true and correct record
8 Matters Arising/Update on actions from the 20th April 2026 meeting
9 Report from County Councillor
10 Report from District Councillor
11 Footpath Warden's Report
12 Chair's Report
13 Clerk's Report
14 RFO's Report
- Approve HMRC Vat reclaim 25-26

15 To discuss if Councillors wish to form a Planning Committee
16 Funding request from The Messenger
17 To discuss if Councillors wish to form a Finance Committee
18 To confirm Councillors who are members of the Staffing Panel
19 Finance

Payments	**Amount**
Admin payment for May	**TBD**
Ashton's solicitors lease review for GUC	**£1200.00**

Birkett's solicitors balancing invoice from lease extension	**£940.20**
Gislingham Village Hall – April	**£20.00**
Inn-House Technology – paid by SO	**£25.00**
S Budd stationary, ink	**£25.68**
Watson Bowl & Volunteer award Engraving	**£40.00**
S Budd travel expenses – Diss, Engraving, Internal auditor	**£12.60**

20 Policies

Health & Safety Policy Review

Date of the next Parish Council meeting