

BLYFORD AND SOTHERTON PARISH COUNCIL

ANNUAL GENERAL MEETING

Councillors are summoned to a
MEETING – Monday 18th May 2026 (and following the Annual Parish Meetings starting at 6.30 pm) in
The Committee Room of WENHASTON VILLAGE HALL

*Public Forum – to receive reports from County and District councillors and for members of the public to
raise issues or matters of concern.*

A G E N D A

1. Appointment of Chairman for 2026/27 and signing of Declaration of Appointment to Office.
2. Welcome, apologies and receipt of absences.
3. Receipt of declarations of pecuniary and non-pecuniary interests.
4. May 2026 Local County Council Elections results
5. Resolution that minutes of our Meeting of 16th March 2026 are a correct record.
6. Chairman and Clerk's report on progress of actions from previous minutes.
7. Matters arising since last meeting
8. Review & Adoption of Governance Documentation:
 - a. Standing Orders for organisation and transaction of business
 - b. Financial Regulations pertaining to Blyford and Sotherton Parish Council's financial affairs and accounting procedures.
 - c. Risk Assessment and Management (Financial) 1 April 2026 to 31 March 2027
9. Finance:
 - a. Receive RFO's report on Accounts for year ended 31st March 2026
 - b. Approval of Receipts, Payments & Budget Accounts for Year Ending 31st March 2026
 - c. Approval of bank reconciliation 13th March to 12th May 2026
 - d. Approval of online payments
 - e. Annual Governance and Accountability Return (AGAR) 2025-26 approval:
To review Certificate of Exemption (*Chairman and Clerk to sign p3*)
 - f. Approve Annual Governance Statement; (*Chairman and Clerk to sign p5*)
 - g. Approve Accounting Statements previously signed by RFO (*Chairman to sign p6*)
 - h. Approve Explanation of Variances; Assets Register; Supporting Statement & Reserves Policy for 2025-26 (*Chairman to sign all*)
 - i. Requests for donations – SARS (Suffolk Accident Rescue Service)
10. Planning: Public Access Link – <https://publicaccess.eastsuffolk.gov.uk/online-applications>
 - a. New Applications: None
 - b. Update on Previous Applications – all decide
 - c. East Suffolk Local Plan – Call for sites and submissions map
11. Latitude Festival
12. Footpaths
13. Highways/Speeding issues/VAR and SID signage purchase/Bus Stops
14. Mandatory Accessibility requirements to comply with Assertion 10 of the 2025 Practitioners' Guide
15. General correspondence received
16. Any items of information/Reports from Parish Councillors
17. Dates for 2026 meetings: 20/07/26; 28/09/26 (1 week later than normal); 16/11/26

Signed: Dated:

Ann Donnachie

Parish Clerk, Email: clerk@blyfordandsotherton-pc.org.uk Website: blyfordandsotherton-pc.gov.uk