

Members of the Council are hereby summoned to attend

Chevington Parish Council Meeting on Thursday 11 December 2025 at 7.00 pm
at Chevington Village Hall to transact the business as stated on the Agenda below

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting. Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

a. film, photograph or make an audio recording of the meeting;

b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;

c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting

1. Chair to read fire safety notice and announce that proceedings may be filmed or recorded.
2. Apologies and approval of reasons for absence **VOTE REQUIRED**
3. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to receive any Members' Dispensations. **VOTE REQUIRED**
4. To receive and confirm the Minutes of the Parish Council Meeting held on Thursday **13 November 2025** are a true record. **VOTE REQUIRED** Chair to sign . Matters arising – Clerk
5. **Public participation** an invitation to members of the public to put questions/statements of not more than 5 minutes duration. No resolutions can be made but Councillors are very happy for matters relating to the Parish to be brought to their attention.
6. To receive and note any report from the District Councillor ~ Cllr Mike Chester
7. To receive and note any report from the County Councillor ~ Cllr Karen Soons
8. **Chevington Neighbourhood Plan –**
9. It is proposed that Chevington Parish Council seeks to have a Housing Needs Survey carried out in the parish. **VOTE REQUIRED**
10. To receive an update & review Thermal Imaging project **VOTE REQUIRED**
11. **Planning application/s to consider a consultee comment ~ DC/25/1773/LB | Application for listed building consent - a. refurbishment and improvement of the North Drive and South Drive entrances and driveways b. three new sets of automated gates and associated works c. replacement of estate fence along road boundary | Horringer House Chevington Road Horringer Suffolk IP29 5SW** **DECISION TO BE MADE & VOTE REQUIRED**
12. **Finance & Accounts Year Ending 2025/26**
 - [a] To review the financial reports to date and to note bank balance, transactions and income received against budget
 - [b] To agree and approve payments listed below **VOTE REQUIRED**

PAYMENT	PAYEE	DESCRIPTION	NET	V.A.T	GROSS	NOTES/CHEQ#
	Ms S Beckett	Salary month 8	579.60		579.60	
	Mr P Keegan	Reimbursement for notice board	24.98		24.98	

[c] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

[d] to discuss banking arrangements. Confirm levels of authority and signatories **VOTE REQUIRED**

[e] to consider transfer of £5000.00 from 32 notice account to current account to ensure funds readily available until 31 March 2026 **VOTE REQUIRED**

[f] if [e] agreed delegate to Clerk to carry out transaction **VOTE REQUIRED**

13. **To consider the V2 draft budget requirements for 2026/27** which will inform the precept request to West Suffolk District Council. For further consideration at the January meeting to confirm precept demand **VOTE REQUIRED**
14. **Defibrillator** – confirmation of regular checks procedure
15. **To confirm meeting dates for 2026/27** **VOTE REQUIRED**
16. **Items for the next agenda**
17. The next Meeting will take place in the Village Hall on Thursday 22 January 2026 at 7.00pm
18. Chairman to close the meeting
Sara Beckett

Clerk to Chevington Parish Council 05 December 2025