

Members of the Council are hereby summoned to attend

Chevington Annual Parish Council Meeting on Thursday 18 June 2026 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 Annual Parish Council Meeting held on Thursday **21 May 2026** are a true record. **VOTE REQUIRED** Chair to sign.
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 Beccy Hopfensperger
8. Action points and matters arising from previous meetings [a] clerk [b] councillors
9. **[a] Planning application/s to consider a consultee comment [\*planning links are included] ~ on each application ~ none VOTE REQUIRED NB. to ref. parking condition**  
**[b] Planning application Decisions to note**  
**DCON(A)/25/2018 clerk to report**
10. **Governance ~**  
**Accounts Year Ending 31st March 2025**  
**To report on the financial position of the Parish Council's accounts for the year ending 31st March 2026 and complete the Annual governance and Accountability Return (AGAR)**  
[a] to note the Internal Audit Report for AGAR **VOTE REQUIRED**  
[b] to consider, complete and approve Section 1, Annual Governance Statement 2025/26 of AGAR Chair & Clerk to sign **VOTE REQUIRED**  
[c] To consider and approve Section 2, Accounting Statements 2025/26 of AGAR prepared and previously signed by Clerk/RFO. Chair to sign **VOTE REQUIRED**  
[d] to approve Exemption Certificate & accompanying bank reconciliation **VOTE REQUIRED**.  
Chair & RFO to sign  
[e] Date for public rights of inspection will be from 01 July 2026 to 11 August 2026 inclusive, being 30 working days **VOTE REQUIRED**  
[f] use of email addresses
11. **Finance & Accounts Year Ending 2026/27**  
**[a] report on banking following the last meeting**  
[b] To review the financial reports to date and to note bank balance, transactions and income received against budget  
[c] To agree and approve payments listed below **VOTE REQUIRED**

PAYMENT	PAYEE	DESCRIPTION	NET	V.A.T	GROSS	NOTES/CHEQ#
	Cleartax	VAT due		26.00		Not paid May26
	McGregor Services	Grass cutting	170.00	34.00	204.00	
	Ms S Beckett	Salary June	TBC			

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

[e] To discuss banking arrangements. Confirm levels of authority and signatories **VOTE REQUIRED**

12. **Defibrillator** – confirmation of regular checks procedure
13. **To receive an update of the Housing Needs Survey [HNS]**
14. **To discuss use of VAS**
15. **To discuss cleaning of the War Memorial**
16. **To discuss refurbishment of Notice Board at x roads**
17. **Items for the next agenda**
18. The next Meeting will take place in the Village Hall on Thursday 23 July 2026 at 7.00pm
19. Chairman to close the meeting

*Sara Becket*

**Clerk to Chevington Parish Council 12 June 2026**

Majority **VOTE REQUIRED** for any decision to be made

NB: Deeds for the village hall and the burial ground can be found at Greene & Greene Solicitors in Bury St Edmunds

VILLAGE WEBSITE CAN BE FOUND ON: - <http://chevington.onesuffolk.net/>