

Members of the Council are hereby summoned to attend

Chevington Parish Council Meeting on Thursday 19 March 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 Parish Council Meeting held on Thursday **22 January 2026** are a true record. **VOTE REQUIRED** Chair to sign . Clerk/Councillors
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. Action points and matters arising from previous meetings [a] clerk [b] councillors
9. Forest City Proposal ~ to discuss and approve any actions
10. Barn Field ~ To discuss ownership and signage
11. **Chevington Neighbourhood Plan** – To receive an update & review **VOTE REQUIRED** if decision to be made
[a] Approval to sign the agreement with Community Action Suffolk [CAS] for the Housing Needs Survey [HNS]
[b] Approval of printing costs for HNS
12. **To arrange a date for the Annual Parish Meeting of 2026 and confirm details**
13. **Thermal Imaging project** To receive an update & review **VOTE REQUIRED** if decision to be made
14. **Planning application/s to consider a consultee comment** ~
[a] **DC/26/0300/FUL** | Planning application - change of use of outbuilding to holiday let | Mallaby House Queens Lane Chevington Suffolk IP29 5RF
<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TB0D7TPDIZE00>
[b] **DC/26/0211/LB** | Application for listed building consent - replacement windows and doors to all elevations and associated internal and external alterations | Malting Farmhouse Church Road Chevington Bury St Edmunds Suffolk IP29 5QH
<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TA8CK7PD03E00>
15. **Governance** ~
[a] review of CPC policies
[b] to note confirmation by WSDC of receipt of precept demand
[c] To confirm appointment of Internal auditor and to send letter of engagement

16. 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 11	397.60		397.60	
	Ms S Beckett	Salary month 12	397.60		397.60	
	Mrs J Stclair Roberts	Travel expenses	TBC			
	HMRC	PAYE	£299.73		£299.73	
	Ms S Beckett	Clerks expenses	TBC			
	MICROSOFT	MICROSOFT 365	16.66	3.33	19.99	

[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**

17. Defibrillator – confirmation of regular checks procedure

18. Items for the next agenda

19. The next Meeting will take place in the Village Hall on Thursday 21 May 2026 at 7.00pm being the **Annual Parish Council** meeting

20. Chairman to close the meeting

Sara Beckett

Clerk to Chevington Parish Council 13 March 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/>