



Dear Councillors,

You are duly summoned to the Meeting of Stansfield Parish Council at **7.00 pm on Wednesday 7th January 2026** at **Stansfield Village Hall** for the purpose of transacting the business below.

Yours sincerely,

A Lee

Clerk and RFO

Prepared on 30th December 2025

Members of the Public are welcome to attend the meeting and use the opportunity to speak in the Public Forum

AGENDA

- 1. Welcome by the Chairman and formal notice of recording of the meeting (if applicable).**
- 2. Apologies**
To receive Councillor apologies and reasons for absence.
- 3. Declarations of Interests**
To receive delegated Declarations of Interest Dispensation decisions or approve such dispensation requests where required.
Members are reminded that if it becomes clear that they have a Disclosable Pecuniary, Other Pecuniary or Registrable Non-Pecuniary Interest when considering any of the matters covered by this Agenda, they must declare it.
- 4. Minutes**
To approve the minutes of the Extraordinary Meeting held on 29th October 2025 as a true and accurate record. To be signed by the Chairman.
- 5. Public Forum**
The Chairman will invite members of the public to indicate if they wish to speak at this meeting, either on an item on the Agenda or on a general matter. Public questions are permitted for a maximum of 15 minutes and are generally limited to three minutes per person, at the discretion of the Chairman.
The public may ask questions relating to the work and services of the Council. Questions may not always be answered at the meeting, but they will be dealt with appropriately. If a question is to be discussed by Councillors, it will be added to the agenda for the next Council meeting.
- 6. County, District and Parish Councillors' Reports**
 - 6.1** To receive an oral or written report from Cllr Bobby Bennett (Suffolk County Council) and to give her the opportunity to respond to any matters raised in the Public Forum.

- 6.2 To receive an oral or written report from Cllr Sarah Pugh (West Suffolk District Council) and to give her the opportunity to respond to any matters raised in the Public Forum.
- 6.3 To receive reports from Parish Councillors to include discussion on further actions required following the last meeting, including meetings with Police and PCC.

7. Planning and Development

To consider any planning applications received by the Council for comment, including those received after the publication of this agenda.

8. Community Matters

- 8.1 To receive an update on the Good Neighbour Scheme.
- 8.2 To discuss the progress on the Assets of Community Value.
- 8.3 To receive any updates on the Old Chapel Churchyard.
- 8.4 To receive an update on the Rest Centre Training and Emergency Village Plan.
- 8.5 To discuss the Village general details being added to the Parish Council website.
- 8.6 To discuss Speeding in the village and the resolution from the Annual Parish Meeting to consider a 20mph limit in the village:
Cllrs to note the following speed data for September:
Stansfield – Plough Hill
Total Photos: 705
30-34mph: 510
35mph+: 195
40mph+: 22
50mph+: 0
Fastest Speed: 45mph
Cllrs to also note that posters designed by young residents at the 2025 spring coffee morning are now displayed in the village as promised.
- 8.7 To discuss the Summer Fun Day and other events in 2026.
- 8.8 To discuss general review of Website contents, including all Policy Documents
- 8.9 To receive a report on the village sign taken down in December 2025 due to hazardously rotten fixings and discuss potential alternatives for re-erection of the sign. Clerk to obtain quotes.

9. Clerk’s Report

- 9.1 New gov.uk website is up and running, although there have been teething troubles.
- 9.2 Gradually updating the website with latest versions of policies and information, as well as news and events.

10. RFO Report

- 10.1 Cllrs to note the Clerk has changed the mobile phone network provider from EE to Smarty, going from £27.52 per month to £6 per month.
- 10.2 Cllrs to approve for the Clerk to set up payment of the SIM as a standing order from the Unity bank account. However, if Unity Bank does not support this, Cllrs to approve a standing order being set up to the Clerk’s for reimbursement.
- 10.3 Cllrs to review the Asset Register (Appendix 1).
- 10.4 To set the 2026-27 precept demand of £8,758 (Appendix 2), which is a 1.16 % increase on 2025-26, as underpinned by the budget (Appendix 3), and to authorise the Chairman and Clerk to sign the precept form.
- 10.5 Cllrs to note Cllr Corlett would like to be removed as a signatory on the Unity Trust bank account and to nominate additional Cllrs to become signatories.
- 10.6 Cllrs to approve the bank reconciliation from 1st April – 30th November 2025 (Appendix 4).

11. Governance

- 11.1 Cllrs to receive and adopt the IT Policy in compliance with Assertion 10 (website).
- 11.2 Cllrs to receive and adopt the Local Government Transparency Code in compliance with Assertion 10 (website).
- 11.3 Councillors to receive and adopt the Community Engagement Policy (website).
- 11.4 Cllrs to receive and adopt the NALC model Privacy Policy in compliance with Assertion 10 (website).
- 11.5 Cllrs to receive and adopt the ICO FOI Publication Policy in compliance with Assertion 10 (website).
- 11.6 To authorise the Clerk to appoint SALC as the 2025-26 internal auditor at a cost of £189 (no VAT is applied).

12. Agenda Items for Future Meetings

13. Proposed 2027 Meeting Dates

To note proposed 2027 meetings all be held at 7.00 pm at Stansfield Village Hall:

13th January 2027 Parish Council Meeting

10th March 2027 Parish Council Meeting

12th May 2027 Annual Parish Council Meeting

18th May 2027 Assembly of the Annual Parish Meeting of Electors/Annual

8th September 2027 Parish Council Meeting

Cllrs to note that the Village Hall is not yet taking bookings for 2027.