

## THURSTON PARISH COUNCIL

Parish Council Office

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# Summons

The Parish Councillors of THURSTON PARISH COUNCIL are summoned to attend the Annual Council Meeting on Wednesday 6<sup>th</sup> May 2026 commencing at 7.00pm in **THE COMMUNITY LIBRARY, NORTON ROAD, THURSTON, IP31 3SD.**

## Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. The meeting is held in accessible premises. All agendas, reports, minutes and background papers in relation to this meeting can be viewed on the parish council's website: [Access to all council minutes and agendas for all meetings](#).

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

## Recording at meetings

Members of the Council, the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming).

# Agenda

Item	Detail	
1.	Election of Chairperson of the Parish Council 2026-2027	7.00
2.	Opening of meeting including Opening Statement	7.04
3.	Election of Vice-Chair of the Parish Council for 2026-2027	7.06
4.	Apologies – a) Council to receive apologies for absence. b) Council to consent to accept apologies received.	7.10
5.	Declarations of interests: a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct for the Agenda under discussion. b) To receive the latest SALC factsheet focusing on Declarations of Interest (Paper Declarations of Interest) c) To receive notification of gifts of hospitality exceeding £50. d) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy.	7.15
6.	Minutes of previous meetings: a) To receive and consider the minutes of the following meetings: <i>(all as previously circulated)</i> <ul style="list-style-type: none"><li>• Full Council 1<sup>st</sup> April 2026 (in camera session)</li><li>• Full Council 1<sup>st</sup> April (scheduled meeting).</li></ul>	7.20

Item	Detail	
7.	<p>PUBLIC FORUM – <i>at the direction of the Chair, matters will either be responded to or deferred for further discussion and/or debate.</i></p> <p>a) To receive comments from members of the public on the agenda submitted.</p>	7.25
8.	<p>Police Matters –</p> <p>a) To receive a report from PCSO Matt Brown from Stowmarket Community Policing Team (CPT) on crimes relating to Thurston for the month of April 2026.</p> <p>b) To consider matters for referral to Stowmarket CPT.</p>	7.35
9.	<p>Statutory Business:</p> <p>a) Thurston Parish Council reconfirms that, until the next relevant Annual Meeting of the Council, it meets the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (prescribed conditions) Order 2012, adopts the General Power of Competence.</p> <p>b) To review and adopt the latest version of Standing Orders for Thurston Parish Council</p> <p>c) To review and adopt the latest version of Financial Regulations for Thurston Parish Council</p> <p>d) Councillors to consider and approve the existing Terms of Reference for council's current committees (Paper entitled Terms of Reference for Standing Committees).</p> <p>e) To confirm appointments to committees and Chairs for each of the council's standing committees (Emergency Planning, Environment and Biodiversity and Open Space and Leisure), noting that the Chair and Vice-Chair will be full members of the Planning &amp; Infrastructure and Policy &amp; Resources committees in their capacity as Ex-Officio (Paper entitled Parish Council Structure).</p> <p>f) In accordance with Council's Standing Orders, to confirm appointments to outside bodies and parish appointed positions (Paper entitled Parish Council Appointments)</p> <p>g) Council to note that the Clerk has completed the Suffolk Pension Fund Annual LGPS Return 2025-2026 via i-connect online system.</p> <p>h) To confirm the powers specifically delegated to the Clerk (Paper entitled Powers Delegated to the Clerk)</p> <p>i) To confirm the powers specifically delegated to the RFO (Paper entitled Powers Delegated to the RFO)</p>	7.40
10.	<p>To consider year-end financial matters relating to the year ending 31<sup>st</sup> March 2026</p> <p>a) To receive the Dates for the Exercise of Public Rights for the inspection of the council's accounts – Paper 1</p> <p>b) To receive the Annual CIL Monitoring Report for the year ending 31<sup>st</sup> March 2026 and to grant authority to the Chair and RFO to sign the Report for onward submission to MSDC - Paper 2 - MSDC Annual CIL Report</p> <p>c) To receive the Internal Auditor's Annual Report for the year ending 31<sup>st</sup> March 2026 as carried out by Trevor Brown, CPFA – Paper 3</p> <p>d) To approve the Income and Expenditure Account for Thurston Parish Council for the year ending 31<sup>st</sup> March 2026 – Paper 4</p> <p>e) To approve the Balance Sheet for Thurston Parish Council for the year ending 31<sup>st</sup> March 2026 – Paper 5</p> <p>f) To receive and approve the Asset Register for the 2025-2026 financial year in accordance with Financial Regulations 14.3 – Paper 6</p> <p>g) To consider and approve the completion of the Annual Governance Statement (Section 1) for the year ending 31<sup>st</sup> March 2026 as per the Annual Governance and Accountability Return (AGAR) – Paper 7</p> <p>h) To consider and approve the Accounting Statements for the year ending 31<sup>st</sup> March 2026 as transposed onto the AGAR – Paper 8</p>	8.00

Item	Detail	
11.	<p>To consider matters relating to Finance for the year commencing 1<sup>st</sup> April 2026:</p> <ul style="list-style-type: none"> <li>a) To approve the accounts awaiting payment including those coming forth (Paper 9 – 06.05.26)</li> <li>b) To note the accounts paid since the last meeting (Paper 10 – 06.05.26)</li> <li>c) To note receipts allocated since the last meeting (Paper 11 – 06.05.26)</li> <li>d) To receive the bank reconciliation for the period ending 30<sup>th</sup> April 2026 (Paper 12 – 06.05.26)</li> <li>e) To receive the statement of accounts for the period ending 30<sup>th</sup> April 2026 (Paper 13 – 06.05.26)</li> <li>f) To note the CIL report for April 2026 including nominal sums for potential CIL expenditure for the coming year and receipts received (Paper 14 – 06.05.26)</li> <li>g) To receive and approve the list of pre-authorized payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2026-2027 – (Paper 15 – 06.05.26)</li> <li>h) To receive and approve the list of pre-authorized subscription and membership fees for the year 2026-2027 – (Paper 16 – 05.06.25)</li> <li>i) Council to reconfirm, in accordance with FR 7.9 its acceptance for the of use of Credit Card or Direct Debit for the settlement of its invoices / requests for payment as per the lists in Agenda Item above, provided that such payments any payments are reported to council as having been made (Paper 17 – 06.05.26)</li> <li>j) Council to reconfirm, in accordance with FR 7.10 its acceptance for the continued use of BACS for the settlement of its invoices / requests for payment, provided that such payments are authorised by two bank signatories, and the evidence of such authorisation is retained, and any payments are reported to council as having been made (Paper 18 – 06.05.26)</li> <li>k) To note the changes to the fees for the Lloyds Bank Accounts operated in the name of the parish council.</li> <li>l) To note the change of account charges for the Unity Trust Bank Accounts operating in the name of the parish council.</li> <li>m) To note the temporary surcharge to be applied to Biffa waste collection services from 1<sup>st</sup> April 2026.</li> </ul>	8.20
12.	<p>To consider matters relating to Planning:</p> <ul style="list-style-type: none"> <li>a) <a href="#">SCC/0106/18MS/VOC2</a> - Proposal: Variation of condition 2 (Duration of Permission) of permission SCC/0106/18MSVOC. Retention of 2x double &amp; 1x singular modular building units. Location: Thurston Community College, Norton Road- council to consider a response to this planning application noting that it will be determined by Suffolk County Council:</li> <li>b) DC/23/02429 – to receive un update from the Clerk on the Legal Agreements (S106 and S111) signed relating to land at Barrells Green, land at Church View Meadow and land to the west of Sandpit Lane (New Green).</li> </ul>	8.40
13.	<p>Councillor Reports:</p> <ul style="list-style-type: none"> <li>a) To report village matters of concern to the Clerk.</li> <li>b) To receive items for information only from parish council appointed representatives on outside bodies / groups.</li> <li>c) To receive reports from councillors on meetings and training events attended.</li> </ul>	8.55
14.	<p>Clerks Report – to receive and consider information from the Clerk and Deputy Clerk and in particular:</p> <ul style="list-style-type: none"> <li>a) To receive the reports of items actioned under delegated powers</li> <li>b) To receive items of correspondence for noting only.</li> </ul>	9.05

Item	Detail	
15.	Parish Liaison Meetings - a) To receive the notes from the following parish liaison meetings: <ul style="list-style-type: none"> <li>• BDWH – 17<sup>th</sup> April 2026</li> <li>• Persimmon Homes – 22<sup>nd</sup> April 2026</li> </ul> b) To confirm the dates of the next parish liaison meetings: <ul style="list-style-type: none"> <li>• Vistry Homes – 19<sup>th</sup> May 2026 (on site – Sales Office) at 9.00am - tbc</li> <li>• Bloor Homes – 10<sup>th</sup> June 2026 (on site) at 2.00pm.</li> </ul>	9.15
16.	Infrastructure Highway Matters: a) For details of road closures over the coming months visit: <a href="#">Causeway - one network</a>	9.20
17.	To confirm the date of future meetings: all taking place in the Thurston Community Library: a) Planning and Infrastructure Committee – 20 <sup>th</sup> May 2026 commencing at 7.00pm. b) Full Council Meeting – 3 <sup>rd</sup> June commencing at 7.00pm.	9.25
18.	Close of the meeting	9.30
<p><b>Victoria S Waples</b>            Clerk &amp; Proper Officer to the Parish Council            29.04.2026</p>		