

# GREAT LIVERMERE PARISH COUNCIL

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## GREAT LIVERMERE ANNUAL PARISH COUNCIL MEETING WEDNESDAY 20<sup>th</sup> MAY 2026 AT 7.30pm GREAT LIVERMERE VILLAGE HALL THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

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### AGENDA

1. Election of Chairman
2. Chairman's Declaration of Acceptance of Office
3. Election of Vice Chairman
4. Apologies for absence
5. Members Declarations of Interest and Dispensations:
  - 5.1 To receive declarations of interest from councillors on items on the agenda.
  - 5.2 To receive written requests for dispensations for disclosable pecuniary interests.
  - 5.3 To grant dispensations as appropriate under Section 33 of the Localism Act.
6. Minutes - to confirm and sign the minutes of the Tuesday 19<sup>th</sup> March 2025 meeting as a correct record. (Minutes circulated)
7. Meeting open to the public
8. Report from County Councillor: Tim Kent
9. Report from B. Councillor: A Speed.
10. Progress reports from Chairman
11. To receive any progress report from Clerk:
  - 11.1 To receive feedback from Clerks unplugged session.
12. Finance.
  - 12.1 To review and agree insurance cover.
  - 12.2 To agree/note the following:

Bus shelter cleaning	Payment	Jeff Wells	-£22.00
Bank charges	Payment	Unity Bank	-£7.00
Annual subscription	Payment	Community Heartbeat Trust	-£162.00
Annual subscription	Payment	SALC	-£152.87
Accounts software	Payment	Mijan	-£84.00
Insurance	Payment	Zurich	-£500.00
Grass cutting, general	Payment	CCTS	-£372.00
Administration	Payment	Various	-£1,344.41
Play area grant	Receipt	West Suffolk	£2,187.00
Precept	Receipt	West Suffolk	£12,186.00
  - 12.2.1 To receive Budget Report, Bank Reconciliation and Schedule of Transactions.

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12.3 To review, and update where required the following: (i) [Councillor Code of Conduct](#) (ii) [Financial Regulations](#). (iii) [Standing Orders](#). (iv) [Document review schedule](#). (v) [Asset Register](#). (vi) Clerks contract.

12.4 End of Year Accounts, to include the Annual Governance Return (AGAR).

12.4.1 To receive Annual Internal audit Report and discuss the report of the Internal Auditor and note any recommendations made.

12.4.2 To approve and sign section one, Annual Governance statement, of the AGAR 2025-26.

12.4.3 To approve and sign section two, Accounting Statement, of the AGAR 2025-26.

12.4.4 To accept and sign the Certificate of exemption 2025-26 for submission to the external auditor.

12.4.5 To note actions to be taken to be compliant with the Publication Requirements – Transparency Code.

12.5 To note compliance with The Pension Regulator.

12.6 To note End of Year Pension submission to SCC.

## 13. Play area

13.1 Play area report, circulated.

13.2 To note award of grant, for play area repairs.

13.3 To discuss play area rota/items for checking.

13.4 To discuss option to attach a Public Spaces Protection Order, to the Play Area.

13.5 To discuss any areas of concern.

## 14. Highway/village matters

14.1 Update on Highway matters to include:

14.1.1 To receive any Vehicle Activated Sign/Automatic Numberplate Recognition VAS/ANPR update.

14.2 Footpath issues. To include

14.2.1 To receive any update on the issue with bridge at Ampton water.

14.3. Village Matters to include:

14.3.1 To receive any update on the Biodiversity and Environmental Group.

## 15. Planning Matters to include any applications/decisions received since the agenda was posted.

15.1 15.1 To note Barningham Neighbourhood Plan Basic Conditions Statement Addendum consultation – 23rd April 2026 (9am) to 8th May 2026 (5pm)

15.2 WSDC have approved the following application: DC/25/1992/FUL| Planning application – composting closet against north wall. St Peters Church, Church Road Great Livermere.

## 16. Councillors reports and items for future agendas.

## 17. Correspondence for action/information

17.1 Wellbeing Suffolk, request for information. 17.2 WSDC Consultation on Pavement licences

17.2 WSDC Civic Service invitation.

## 18. Date of next meetings: 15<sup>th</sup> July 2026, 7pm in the Village Hall

## 19. To consider the exclusion of the public and press in the public interest for consideration of the following items:

19.1 Personnel Issues. 19.2 Legal Issues.

***Please note that copies of any associated papers - available in the public domain- included for discussion on the agenda, are available via the hyperlinks above or are available upon request from the Parish Clerk.***

Signed Vicki Gay, Clerk and RFO Great Livermere Parish Council

13/05/2026