

Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –
Telephone: 01449674727 Email: assingtonpc@yahoo.com

PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

Assington Village Hall at 7pm on **Monday 11th May 2026**

AGENDA

1. **Election of Chairman** and to receive Declaration of Acceptance of Office
2. **Apologies** for absence
3. Agree **Minutes** of Assington Parish Council meeting held on 30th March 2026
4. Declarations of Interest
5. County and District Councillor reports and **public forum**
6. Planning Applications:
 - a. [DC/26/0147 Land South Of The Nook The Street Assington CO10 5LW](#) Design and Layout change
 - b. Status of **planning applications**
7. Appoint **members** to the HR and Standards Committees
8. Appoint **representatives** to:
 - a. Assington Village Charity
 - b. Suffolk Association of Local Councils (SALC)
9. Appoint **Councillors** to review planning applications for consideration ahead of meeting
10. Appoint Councillor to review accounts and AGAR prior to internal audit
11. To consider the appointment of Heelis and Lodge as **Internal Auditor**
12. To consider continued **subscription** to SALC
13. Agree actions on **Correspondence and emails circulated** to Councillors by the Clerk
14. Agree any actions required after reviewing the **Clerk's Report**
15. Finance
 - a. To consider the **Internal Auditor's Report as at 31st March 2026** and agree actions on any matters arising
 - b. To approve certificate of exemption from external audit for the year ending 31st March 2026
 - c. To approve **Section 1 of the Annual Return** for the year ending 31st March 2026
 - d. To approve **Section 2 of the Annual Return** for the year ending 31st March 2026
 - e. Review the **Bank Reconciliation and the Statement of Accounts** as at 31st March 2026
 - f. To agree and sign the annual CIL expenditure report
 - g. From the **RFO Report** authorise payments made/to be made and note income received since the last meeting, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
16. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
17. Consider **Councillor training** with SALC, if required
18. Shoulder of Mutton
19. Projects to consider for **CIL expenditure**
20. **Questions** to the Chair
21. Next scheduled **meeting** will be held on Monday 27th July 2026 at 7.30pm.

Ch Hargan

Christine Hargan, Clerk to Assington Parish Council Dated: 7th May 2026