# Bramfield and Thorington Parish Council

Clerk: Karen Lewis : clerk@bandt-pc.gov.uk

## NOTICE OF MEETING

Councillors are summoned to a Meeting of the Parish Council which will be held at Bramfield Village Hall, Bramfield, IP19 9HZ on Monday 12th October 2026 at 7pm.

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:



Signature:

Clerk to Bramfield and Thorington Parish Council Monday, 5th October 2026

## Agenda:

1. **Welcome from the Chair**

2. **Apologies:** To receive any apologies for absence

3. **To receive Declarations of Interest and requests for dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting

4. **Public Session:** The Chair will open the Meeting for no longer than 15 minutes for members of the public to give their views on issues on this agenda for a maximum of 2 minutes. Members of the public may not take part in the Parish Council meeting itself.

5. **To receive a report from County Councillor John Matthews (if present)**

6. **To receive a report from District Councillor Paul Ashton (if present)**

7. **To consider the Minutes of the Meeting held Monday 24th August 2026 for accuracy and for the Chair to sign as a true record.**

8. **Planning Matters:**

## 9. Finance Matters:

### 9.1. To approve items on the Authorisation to pay sheet

**Authorisation of Payments at Council Meeting 12th October 2026**

| Invoice Date | Inv No. | Payee | Item Description | Net Amount | VAT | TOTAL |
|---|---|---|---|---|---|---|
| 30/09/2026 | | CAS | Yearly Insurance 2026 - 2027 (paid end September, authorised in August minutes) | £ 385.68 | £ - | **£ 385.68** |
| 28/09/2026 | | Lloyds Bank | SERVICE CHARGES REF : (retrospective) | £ 4.25 | £ - | **£ 4.25** |
| 28/08/2026 | | Lloyds Bank | SERVICE CHARGES REF : (retrospective) | £ 4.25 | £ - | **£ 4.25** |
| 28/07/2026 | | Lloyds Bank | SERVICE CHARGES REF : (retrospective) | £ 4.25 | £ - | **£ 4.25** |
| | | K. Lewis | Q3 2026 Clerk Wages | £ 676.73 | £ - | **£ 676.73** |
| | | K. Lewis | Travelling Expenses Jan 25 - Sept 26 | £ 99.00 | £ - | **£ 99.00** |
| | | ICO | ICO Annual Subscription (Direct Debit) | £ 47.00 | £ - | **£ 47.00** |
| 07/09/2026 | S1945409 | K. Lewis | Dog Waste Bin | £ 132.82 | £ 26.56 | **£ 159.38** |
| 28/09/2026 | 31775 | SALC | 12 months payroll provision 1 April 2026 - 31 March 2027 | £ 45.00 | £ 9.00 | **£ 54.00** |
| **TOTAL** | | | | **£ 1,398.98** | **£ 35.56** | **£ 1,434.54** |

**Chair:** **Date:** 12th October 2026

## 10.

### 10.1. To approve the Bank reconciliation as at 30th September 2026

### 10.2. To review bank receipts/payments against budget as at 30th September 2026 and review any virements

### 10.3. Draft 2027/2028 budget

### 10.4. Notice that the NJC have approved a 3.3% increase from 1st April 2026

## 11. Policy Reviews

### 11.1. General Privacy Notice – Staff, Councillors & Role Holders

### 11.2. General Privacy Notice – residents and members of the public

## 12. Clerks Report

## 13. New Clerk/RFO

## 14. Highways

### 14.1. Traffic Calming Working Party (Cllr. Niven)

### 14.2. Suffolk Highways – Town, Parish Council & Parish Meeting Survey

## 15. Energy Projects

### 15.1. Energy Projects Meetings

## 16. Date of next meeting: Monday, 9th November 2026 at 7pm

*Councillors to forward any matters for the next Agenda to the Clerk by 31st October 2026*