

**Westhall Parish Council Meeting**  
**Monday 9<sup>th</sup> March 2026 at 7.30 pm in the Village Hall, Westhall**

**AGENDA**

1. Apologies and approval of absences.
2. Notice of resignation of Parish Councillor
3. To receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations.
4. **Public Forum for members of the public to raise issues or matters of concern**
5. To receive reports from County and District Councillors
6. Resolution that minutes of our meeting on 12<sup>th</sup> January 2026 are a correct record.
7. Chairman and Clerk's report on progress of actions from last meeting(s)
8. Matters Arising since last meeting:
  - a. Damage to verges and pot holes at Mill Common
  - b. Decision Notice- Licensing Sub-Committee Hearing 29/01/26 – Restaries
  - c. Caravan and Motorhome Club Site – Moat Farm, Westhall (*this is not a planning consultation*)
  - d. Registration with Suffolk Connect Portal Suffolk Constabularies have launched a new messaging system, Suffolk Connected, replacing Police Connect.
9. **Finance:**
  - a. Financial report by RFO – Bank Reconciliations.
  - b. Approval of online payments
  - c. Preparation for 2025/26 year end accounts – appointment of internal auditor
  - d. Annual CIL Statement for approval
10. **Planning: Public Access Link <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
  - a. New Applications – None received
  - b. Update on Previous Applications
  - c. Planning Forum for Town & Parish Councils (Clerk & Cllr Rogers attended)
  - d. East Suffolk Design Code Engagement Workshop – 18/03/26
11. **General Correspondence Received:**
  - a. Registration with Suffolk Constabularies new messaging system, Suffolk Connected
12. **Governance Documents for review:**
  - a. Risk Assessment & Management (Financial)
  - b. Internal Control Statement
  - c. Internal Control Report
13. **Any items of information:**
14. **News items for local media**
15. Dates for 2026 meetings on Mondays at 7.30 pm on:  
11/05/26 Annual Parish Meeting and Annual General Meeting (AGM)  
13/07/26  
14/09/26  
09/11/26 Annual Allotments Meeting followed by Parish Council Meeting

*Followed by Meeting of the Trustees for the Pleasure Grounds, Car Park and Allotments.*

**Ann Donnachie**

**Parish Clerk**

**Email: [clerk@westhallparishcouncil.gov.uk](mailto:clerk@westhallparishcouncil.gov.uk)**

**Dated: 3<sup>rd</sup> March 2026**