


**Westhall Parish Council AGM**  
**The Westhall Village Hall**  
**Monday 11th May 2026 (immediately following Annual Parish Meeting starting at 7.30 pm)**  
**AGENDA**

- 1 Appointment of Chairman for 2026/27 and signing Declaration of Appointment to Office.
- 2 Apologies and receipt of absences.
- 3 Receipt of declarations of pecuniary and non-pecuniary interests.
- 4 **Public Forum – for members of the public to raise issues or matters of concern**
- 5 May 2026 Local County Council Elections & Receive report from East Suffolk Councillors.
- 6 Resolution that minutes of meeting 9th March 2026 are correct record.
- 7 Chairman and Clerk's report on progress of actions from last meeting(s).
- 8 **Review & Approval of Governance Documentation**
  - a. Standing Orders for organisation and transaction of business.
  - b. Financial Regulations pertaining to Westhall Parish Council's financial affairs and accounting procedures
- 9 **Finance**
  - a. Approval of bank reconciliation to 30th April 2026
  - b. Approval of online payments
  - c. Receive RFO's report on Accounts for year ended 31<sup>st</sup> March 2026.
  - d. Approval of Receipts, Payments & Budget Accounts for Year Ending 31<sup>st</sup> March 2026
  - e. 2025/26 Annual Governance and Accountability Return (AGAR) approval: To review Certificate of Exemption (*Chairman and Clerk to sign p3*)
  - f. Approve Annual Governance Statement; (*Chairman and Clerk to sign p5*)
  - g. Approve Accounting Statements previously signed by RFO (*Chairman to sign p6*)
  - h. Approve Explanation of Variances; Assets Register; Supporting Statement & Reserves Policy for 2025/26 (*Chairman to sign all*)
  - i. Requests for donations
- 10 **Planning - Public Access Link: <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
  - a. **New Applications:** DC/26/1156/LBC Removal and re-rendering in lime plaster and repairs to existing timber frame at St Georges, Mill Common, Westhall IP19 8RB
  - b. **Update on Previous Applications**
  - c. **East Suffolk Local Plan – Call for sites and submissions map**
- 11 **Restaries – disturbance to neighbours**
- 12 **General Correspondence Received**
- 13 **Any Items of Information:** Website Accessibility mandatory requirements
- 14 **News items for local media**
- 15 **Dates for 2026 bi-monthly meetings Mondays at 7.30 pm on:**  
13/07/26; 14/09/26 and 09/11/26 Annual Allotments Meeting followed by Parish Council Meeting.

  
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Ann Donnachie  
Parish Clerk

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Dated: 6/5/26 .....

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