



Heveningham Parish Council

To Members of Heveningham Parish Council.

You are duly summoned to attend the next meeting of Heveningham Parish Council to be held on Wednesday 21st January 2026 in the Hub, Huntingfield at 7pm.

Public Attendance.

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors', Footpath or Tree Warden reports.

DRAFT Agenda

1 Apologies and approval of absences

2 To receive Declarations of Interest.

3 To consider requests for Dispensations.

4 To resolve that the minutes of the ordinary meeting of the council held on 19th November 2025 are a true and correct record.

5 Public participation session (15 Minutes) to include County and District Councillors' Reports, update from Police.UK website and Footpath and Tree Wardens' reports.

6 To receive an update from Heveningham PCC.

7 To consider Planning Applications.

a) To consider any applications received.

DC/25/4405/FUL - To build a new unit of holiday accommodation and reception building. White House Lodges, White House Farm, Heveningham Long Lane, Heveningham, Suffolk, IP19 0EE. Consultation letter expiry date 26th January 2026.

b) To receive outcomes of planning applications from ESC.

DC/25/2746/VOC - Variation of Condition No. 7 of DC/24/4213/FUL - Part retrospective application for the reconstruction of 4no. former agricultural buildings for use to a single guest house (Use Class C1), including associated leisure and recreation uses at Valley Farm, Laundry Lane, Huntingfield, Suffolk, IP19 0PY (Variation to that approved within application DC/22/2572/FUL) -To utilise an existing access further west along Brick Kiln Lane. **Awaiting decision.**

c) Any other planning matters

8 Finance

a. To review and approve Finance report.

i) Bank Reconciliation

ii) Budget to Actual

b. To approve the Authorisation to Pay/To authorise payments as listed below

i) A Colbridge	Expenses	£356.38
ii) A Colbridge	Wages	£1045.65
iii) HMRC	PAYE	£18.40
iv) The Hub	Hire fees January.	£15.00

c. To approve receipts:

9 To consider any correspondence

- i) **SALC.** Changes to payroll billing structure
- ii) **St. Elizabeth Hospice.** Request for support.
- iii) **Suffolk Highways Community Liaison Engineer.** Visit to discuss HGV signage.

10 To approve the budget for the financial year 2026-2027.

11 To agree the Precept request for the financial year 2026-2027.

12 Silver Birch on The Street and other tree survey. Update.

13 Heveningham Flood Resistance Group. Update

14 Bell Meadow – Update.

15 To review the Asset Register.

16. To review the following policies:

Risk Assessment

Equality & Diversity Policy

Grants and Donations Policy

Training and Development Policy

Model Publications Scheme

17. To review the Internal Control.

18 To consider a parish council IT Policy.

19 To appoint an Internal Auditor for the financial year 2025/2026.

20 gov.uk domain.

21 Defibrillator. Update.

22 Any other business

23 Items for consideration for inclusion on the next agenda

24 Date of next meeting 18th March 2026 at The Hub in Huntingfield.

***Angela Colbridge* 14th January 2026. Clerk to Heveningham Parish Council. 07584 136402**