

MARLESFORD PARISH COUNCIL

ANNUAL GENERAL MEETING

To Members of Marlesford Parish Council, you are duly required to attend the next meeting of Marlesford Parish Council on Tuesday 19th May 2026, 7.00pm, in the Marlesford Community Centre.

Members of the public are most welcome to attend.

AGENDA

1. **Election of Chairman** - Declaration of Acceptance to Office Form to sign
2. **Election of Vice Chairman** - Declaration of Acceptance to Office Form to sign

Open Forum

- **Members of the public are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting.**
- **To also receive reports from East Suffolk District Councillor Sally Noble and the newly elected Suffolk County Councillor Stephen Molyneux**

Members of the public may not take part in the Parish Council meeting itself.

3. Apologies for Absence

- To approve apologies

4. Declaration Of Interests

- To declare any interests in items on the agenda

5. Governance

- a. Minutes of the Meeting held on 17th February 2026
 - To consider the approval of the Minutes
- b. Matters Arising from the Minutes
 - To Carry out an Annual Review of the Parish Council Risk Management/Risk Assessment
 - To Carry out an Annual Review on the Parish Council Asset Register
 - Community Self-Help Scheme – to consider an application
- c. Election of Representatives to Represent the Parish Council
 - Energy Projects – Currently the Chairman
 - SALC – Currently Cllr Barker
 - Planning – Currently the Chairman
 - Footpaths & Access – Currently the Chairman

- Highways (local roads) – Currently the Chairman & Cllr Barker
- Finance/Internal Audit – Currently Cllr McConville
- Framlingham, Wickham Market and Surrounding Villages Community Partnership – Currently Cllr Franklin

d. To Adopt an IT Policy.

6. Finance

a. To Approve Statement of Accounts

b. To authorise the following Receipts and Payments schedules;

February - Payments

Cllr Franklin, reimbursement for payment to Leiston Press for dog poo bin	£37.20
Marlesford Community Centre, Hire of hall for meetings May 2024 to April 2025	£130.00
Mrs M Thurston, Clerks expenses	£162.60
Marlesford Community Council, Money towards community orchard (CIL)	£319.81

March - Payments

Mrs M Thurston, Clerks pay	£619.80
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April - None

c. To approve the following expenditure:

Heelis and Lodge, Internal Audit fee	£95.00
Ansvar, Parish Council Insurance renewal	£545.68
Suffolk Association of Local Councils, 6 months payroll provision	£22.80
Suffolk Association of Local Councils, Chairman Training	£43.20
Suffolk Association of Local Councils, subscription renewal	£160.39
Suffolk Cloud, Website training Cllr Ford	£70.00
Pear Space, .Gov.uk Domain Registration, Mailboxes & Hosting/Support	£300.00
Mrs M Thurston, Clerks expenses	£21.60
To consider a donation to Wild Explorers - Marlesford Churchyard	£50.00

d. Internal Auditors Report End of Year Auditors March 2025 – March 2026

e. Approval of End of Year Accounts March 2025 – April 2026

f. Audit Exemption Certificate

7. Reports From Parish Representatives

a. Energy Projects

b. SALC –

c. Planning –

- DC/26/0048/AGO2 The Willows, Buttons Rd, Marlesford – Agricultural storage building.

d. Footpaths & Access

e. Highways

f. Framlingham and Wickham Market Community Partnership

8. Date Of Next Meeting

- Tuesday 11th August 2026
- To agree date of meeting in November 2026

Clerk to the Council: Melanie Thurston - CiLCA, Tel 01728 688849

11th May 2026