

Hargrave Parish Council
 Parish Clerk: Nicola Calder
 The 6 Bells, The Street, Horringer, IP29 5SJ
 Email: clerk@hargravesuffolk-pc.gov.uk
 Website: www.hargravesuffolk-pc.gov.uk

The Parish Councillors of HARGRAVE PARISH COUNCIL are summoned to a meeting of the Parish Council on Tuesday 12th May 2026 commencing at 7.30pm in Hargrave Village Hall.
Members of the public are welcome to join the meeting and can speak during the public forum, thereafter, the public are welcome to stay and observe the meeting but may not address the council.

Councillors present: David Taylor, Antonia King, Simon deLaat, Toby Bancroft, Sharon Mattheus
Also present: Nicola Calder (Clerk)

MINUTES

1.	Election of the Chairperson – A King
2.	Election of the Vice Chairman – S de Laat
3.	Chairman’s welcome and opening statement – Thanked DT for all his hard work.
4.	Confirmation of footpath warden – All Agreed
5.	Apologies received and accepted by all – DC Mike Chester, CC Beccy Hopfenspeger, Sally Cansdale, David Williams a) To receive and accept apologies and reason for absence.
6.	Declarations of interest - NONE a) Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests. b) To receive notification of gifts of hospitality exceeding £50.00. c) To note the determination of requests for dispensation.
7.	PUBLIC FORUM – NONE a) To receive questions and matters of concern from members of the public in attendance on the agenda. b) To receive comments or questions relating to Hargrave in general.
8.	To agree and sign minutes from meeting 10/03/26 – Minutes agreed and signed by the Chair <i>(Paper copies to be signed off by the Chairman for the file)</i>
9.	REPORTS FOR INFORMATION – a) Report from County Councillor – Bobby Bennett – Seen as read b) Report from District Councillor – Mike Chester - Seen as read c) Report from Village Hall Charity – Simon de Laat – Seen as read d) Report on village and parish green spaces and tree planting – Toby Bancroft – Toby is mapping the green areas in the village for ideas to improve the wildlife and environmental aspect of them. AP1 – NC To obtain maps of the village showing green spaces. Toby will show ideas on the plans with sketches and narrative. We need to establish who owns the land before we do anything. e) Report on SID data – Hargrave speed data – Seen as read – AP2 – NC To contact the Clerk for Depden to enquire what have they have done re the amount of HGV’s travelling at speed through the villages. f) Report on Transfer of Hargrave Heritage Website – Antonia King – We would like some up to date news for the website, to keep it current. Please pass on any ideas to the Parish Clerk for modern content.
10.	Review action points from last meeting • E-mail from resident discussed re speed/lorries in the village. AP1 – DW To reply and gather more information. Contact the companies of the lorries and explain that we are concerned of their speed

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	<p>traveling though Hargrave. We need number and number plates. – Done – DW has replied to the e-mail. The clerk will follow up with Depden to see if we can attack the issue together.</p> <ul style="list-style-type: none">• AP2 – DT has contacted Jill Upton on who owns which pieces of land in the village – A map is being created – Done• AP3 - DT to follow through, Birds end speed limit. – We have secured the Mary Evans grant which has been allocated. It can be used for other Highways issues. £3500. Should be discussed at a later date. – Carry Forward• To discuss e-mail from resident regarding the New Parish Newsletter – AP4 – DT to reply. - Done• to discuss plans for a spring litter pick and agree to a suitable date 29th March 10:30am AP5 – AK to advertise. - DONE• to organise a working party to tidy and weed the new trees on Knowles Green. Sunday 12th April. Contact past family's. AP4 – NC – Carry forward• Washing village signs. AP5 – AK to organise. – Carry forward• to consider any further village projects for the year and establish if access to District/County Council locality budgets or community funding maybe required. – add to newsletter. AP8 – AK - Done
11.	<p>To receive and consider all financial matters coming forth from the RFO –</p> <ol style="list-style-type: none">a) To approve items for payment – future and retrospective – All agreed https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Finance/2026-2027-Meeting-reports-and-Budget-reviews/26-03-04-Finance-Report.pdfb) To note the accounts paid since the last meeting– All agreedc) To consider and receive the Bank Reconciliations for period– All agreedd) To approve and sign the internal controls checklist, Internal Control Statement, and Financial Risk Assessment for Year Ending 03/26 – All agreede) Budget review – to receive budget to actual position for year ending 31.03.2026 with any variances. – All agreed https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Finance/2025-2026-Meeting-reports-and-budget-reviews/2025-26-Year-end/25-26-Q4-Budget.pdff) Year end accounts 2025/26 to approve – All agreed https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Finance/2026-2027-Meeting-reports-and-Budget-reviews/25-26-Year-End.pdfg) Certificate of exemption for external audit - to consider and approve – All agreedh) Annual Governance Statement 2024/25 - to consider and approve – All agreedi) Accounting statement 2024/25 - to consider and approve – All agreedj) Set date for exercise of public rights –3rd June –14th July 2026 – All agreedk) BACS (Bank Transfer) for the settlement of invoices/requests for payment, (provided that such payments are authorised by two bank signatories, the evidence of such authorisation is retained, and payments are reported to council) - to reconfirm acceptance of this as the preferred method of payment – All agreedl) To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2026-27 – All agreed
12.	<p>To receive and consider matters relating to the following:</p> <ol style="list-style-type: none">a) To discuss archiving of paperwork – Clerk is working through, as few extra hours may be paid – all agreed.
13.	<p>Planning Applications to be considered by the council</p> <ul style="list-style-type: none">• DC/26/0497/FUL - Willow Farm Barrow Road Hargrave - Planning application - subdivision of existing dwelling to form two self build dwellings. – Support.
14.	<p>To receive any items of correspondence not previously circulated.</p>

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15.	Items for discussion at the next meeting. DW Report on speeding Knowles green trees Gates Forest city Event for the children
16.	Date of future meetings 07/07/26, 08/09/26, 10/11/26
17.	Close of meeting 9:41pm

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