

**The Annual Meeting of Ousden Parish Council will take place on Tuesday 12<sup>th</sup> May 2026 at 6p.m. in Ousden Village Hall.**

**Members of the public are welcome to join the meeting. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but as this is a meeting to conduct Council business, members of the public are asked not to interrupt the meeting outside the public session.**

#### **AGENDA**

1. To elect a Chair.
2. Chair to sign a Declaration of Acceptance of Office and agreement to abide by Ousden Parish Council's Code of Conduct.
3. To elect a vice chair.
4. To update Register of Members' Interests forms.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda and dispensation requests.
7. To approve the minutes of the meeting held on Tuesday 10<sup>th</sup> March 2026.
8. Public session (5 minutes).
9. To receive an update on the list of actions agreed at the last meeting.
10. To discuss any Police issues.
11. To discuss the following financial issues:
  - a) Approval of any payments and signing of Schedule of Payments.
  - b) Approval of payments authorised between meetings.  
To receive a statement of receipts and payments made since the last meeting.
  - c) Bank balances and confirmation of bank reconciliation as of 30<sup>th</sup> April 2026.
  - d) Update on the inspection of Parish Council property.
  - f) To approve the Receipts and Payments Summary for the financial year 2025 – 2026 and the explanation of significant variances (over 15%).
  - g) To discuss the Internal Auditor's Report.
  - h) To complete and sign sections 1 and 2 of the Annual Governance and Accountability Return 2025/26).
  - i) To decide whether Ousden PC should submit a Certificate of Exemption from an external audit.
  - j) To confirm the dates for the notice of the period for the exercise of public rights.
  - k) To approve the Financial Report which the Council needs to publish as part of the Transparency Code.
  - l) To receive the precept information for 2026/27.
  - m) Email from One Suffolk about changes to their website server and a £4 price increase.
12. To discuss any planning issues.
  - a) Email from West Suffolk Council about the new Local Plan and call for sites.
  - b) Adoption of the West Suffolk Affordable Housing Supplementary Planning Document (SPD) as part of the updated West Suffolk Local Plan. [https://www.westsuffolk.gov.uk/planning/Planning\\_Policies/upload/West-Suffolk-Affordable-Housing-Supplementary-Planning-Documnet-2026-for-web-2.pdf](https://www.westsuffolk.gov.uk/planning/Planning_Policies/upload/West-Suffolk-Affordable-Housing-Supplementary-Planning-Documnet-2026-for-web-2.pdf)
13. To discuss any highways/Rights of Way issues/tree/transport issues.
  - a) Update from the Suffolk Parish Road Safety Group.
14. To discuss any village issues.
15. To discuss any correspondence.
  - a) Email from SALC about their 2026 AGM which will be held online on Thursday, 9th July 2026, starting at 7 pm.
15. Any other business for noting or including on the agenda of the meeting on Tuesday 8<sup>th</sup> September 2026.