

BUCKLESHAM PARISH COUNCIL

Mrs Ruth Johnson, Clerk to the Parish Council
54 Levington Lane, Bucklesham, Ipswich IP10 0DZ
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NOTICE OF BUCKLESHAM PARISH COUNCIL MEETING

Wednesday 9th September 2026 at 7:00pm

in Bucklesham Village Hall, IP10 0DZ

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

Ruth Johnson

Clerk to Bucklesham Parish Council, 4th September 2026

Agenda

1. **Apologies for absence:**
 - a. To receive apologies.
 - b. To accept apologies.
2. **To receive any:**
 - a. Declarations of Pecuniary Interest on Agenda items.
 - b. Declarations of Other Registrable Interests or Non-Registrable Interests on Agenda items.
 - c. Applications for dispensation on agenda items.
 - d. Declarations of gifts or hospitality received over the value of £50.00.
 - e. Notifications of lobbying with reference to planning applications to be discussed.
3. **Public Participation (15 Minutes Maximum) – To receive:**
 - a. Reports or comments from District and/or County Councillors (Appendix A)
 - b. Reports or comments from any member of the public.
4. **To agree minutes of meeting dated 8th July 2026.**
5. **Clerks Report – To receive updates on matters not requiring debate or decision.**
6. **To review progress of BPC's Action Plan for 2026/27 (Appendix B).**
7. **To receive Village Hall Report from Cllr Seagroatt (Appendix C).**
8. **To receive Community Council Report from Cllr Seagroatt (Appendix D).**
9. **Finance:**
 - a. To review accounts as at 31st August 2026 (as published on website) and review Bank Statements.
 - b. To set budget timetable for the 2027/28 budget.
 - c. To agree Reserve Allocations (Appendix E).
 - d. To acknowledge receipt of the Notice of Conclusion of Audit and Section 3 of Part 3 of the 2025/26 AGAR from PKF Littlejohn (as published on website).
 - e. To acknowledge receipt of insurance renewal quote of £tbc.

Please be aware that recording of the meeting is probable

f. To authorise the following invoices for payment:	
i. None	£0.00
g. To note Payments made since last meeting:	
i. Suffolk Digital (Bugle and inserts printing)	£150.00
ii. SALC (Training)	£43.20
iii. HMRC (Clerk's PAYE)	£150.02
iv. Capital Fire (Village Hall Fire Risk Assessment)	£432.00
v. Clive Lenton (keys for garage)	£24.00
vi. Suffolk Computing (tech help)	£60.00
vii. Thurlow Nunn Standen (Highways equipment)	£3,454.89
viii. Environcheck (Village Hall water testing)	£480.00
ix. R Johnson (Photography w/shops expenses)	£52.23
x. R Johnson (Photography w/shops expenses)	£51.69
xi. PKF Littlejohn (external audit)	£378.00
h. To note Payments received since last meeting:	
i. Bucklesham Village Hall (Fire Risk Assessment donation)	£360.00
ii. Bucklesham Village Hall (Water Testing donation)	£400.00
i. To note Bank Balances as at 31 st August 2026:	
i. Current Account (Unity Trust Bank)	£379.92
ii. Investment Account (CCLA)	£27,500.00

10. Playing Field:

- a. To discuss turfing and rebuilding the sides of the bikes jumps.
- b. To discuss closing the gates at dusk and installing a closing time clock at the entrance to the Field.
- c. To discuss the Councillors and Clerk attending training for inspecting play equipment and organising weekly checks of the equipment.
- d. To discuss installing a fence and gates around the play area.

11. To discuss the difficulties for residents of Oak Tree View with the management company HML.

12. To nominate a representative of the Council to lay a wreath at the Remembrance Day Service in St Mary's Church on 8th November.

13. To receive agenda items for next meeting (Wednesday 11th November 2026).