



OCCOLD PARISH COUNCIL

Chairman: Stephen Hubner

Clerk: Tina Newby

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Minutes of the Annual Meeting of Parish Council held on Monday 11th May 2026

In The Village Hall, Occold

Attendees: Cllr Duggett (AD), Cllr Chittock (KC), Cllr Hubner (SH) Cllr St Pier (RSP), Cllr Erhorn (JE) and Cllr Weller (TW)

Also in Attendance: Tina Newby (Clerk) and District Cllr Elkin

- 1 Election of Chair:** Cllr Chittock proposed Cllr Hubner and seconded by Cllr Duggett. Signing of the Declaration of Acceptance of Office form was completed.
- 2 Election of Vice Chair:** Cllr Hubner proposed Cllr Duggett and seconded by Cllr Chittock.
- 3 Apologies for absence:**
 - a** Cllrs: Hall and Howarth apologies were recorded.
 - b** These were accepted.
- 4 Declarations of Interest and Dispensation considerations:**
 - a** To receive any Councillors' Interests in subsequent agenda items. None.
 - b** To receive and consider any requests for dispensations. None.
- 5 Minutes of previous meetings:** Minutes of 13th April 2026 were approved as an accurate record.
- 6 Public Forum:**
 - a** To receive a report from the County Councillor. County Councillor Muttich was recently elected and was unable to attend.
 - b** To receive a report from the District Councillor. District Councillor Elkin briefly discussed her report, which is on the website <https://occold-pc.gov.uk/your-parish-council/agendas-and-minutes>
 - c** To receive comments or questions on matters of interest from members of the public. None.
- 7 Planning:** None.
 - a Applications:** None
 - b Determinations:** None
- 8 Finance:**



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a Councillors to approve the finance report for the period ended 30 April 2026 including:

- i** Bank reconciliations. Approved
- ii** Budget to actual payments and receipts: Approved
- iii** Reserves. Adequate at this time of year.

b Councillors to note receipts since the last meeting. Precept £6,000 and VAT Reclaim £2,256.48

c Councillors to approve payments as per schedule.

22/04/2026	Faster Payments	Carol A Bailey	Internal Audit	90.00
16/04/2026	Faster Payments	Websites parish Council	Annual hosting and support	314.64

Total payments £404.64 approved.

ORAC does not need a dishwasher anymore but would like an oven instead. This was agreed by the Council.

9 NSIPS:

a Essex and Suffolk Water: No Update

b EcoPower Suffolk: Next stage is the statutory stage, commencing this Summer.

10 Annual Return 2025-2026: To review and approve:

- a.** Certificate of Exemption - Approved
- b.** Annual Internal Audit Report – noted
- c.** Annual Governance Statement - Approved
- d.** Accounting Statements – Approved
- e.** Notice of exercise of public rights – default dates 3/6/26-14/7/26 – Agreed Dates
- f.** Discuss the Detailed internal audit: There was nothing outstanding, no recommendations, just compliments. Well done Parish Council.
- g.** To appoint an Internal Auditor for 2026-2027. Continue with the same Internal Auditor as this year at £90. Carol Bailey.

11 To receive updates and reports from officers and take appropriate action:

a Neighbourhood Plan: Councillors to receive an update on the position. Costed and drawn up with Ian and Heidi. Next stage would cost £14,000 but hopefully Mid Suffolk will be able to reduce the costs.

b Road Safety: Councillors to receive an update on the School Safety project. This has been completed.



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c Flooding: Meeting on Wednesday. Gullies need to be cleared by July – August. There is grant money available for flooding.

d Defibrillator: Functioning fine, pads have been ordered. TW to be reimbursed.

e Speed through village: Update on the speeding issue through the village. **Action AD** to write a response to the resident in the village (Mr M).

12 Correspondence: None

13 Any other matters for information to be noted, or for inclusion on a future agenda: None.

14 Next scheduled meeting: Councillors to note the next meeting is scheduled for Monday 1 June 2026 at 20:00.

15 Chairman to close the meeting.

Meeting closed 8:50pm.