

# SHADINGFIELD SOTTERLEY WILLINGHAM AND ELLOUGH

## Joint Parish Council

Clerk to the Council: Ms V. Ellis [✉ clerk@shadingfield.suffolk.gov.uk](mailto:clerk@shadingfield.suffolk.gov.uk) [www.shadingfield.onesuffolk.net](http://www.shadingfield.onesuffolk.net)

Councillors are summoned to the Annual Parish Council Meeting of Shadingfield, Sotterley, Willingham and Ellough Joint Parish Council to be held at **SHADINGFIELD VILLAGE HALL** on **WEDNESDAY 21st MAY 2025** at approximately 7.00 pm, following conclusion of the Annual Parish Meeting.

Members of the public, proprietors of businesses and the press are welcome to attend.

*V. Ellis*

Vicki Ellis

Clerk to the Council

9th May 2025

### AGENDA

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| 1  | Election of a Chairman of the Parish Council for the year 2025/2026  |
| 2  | To receive a Declaration of Acceptance of Office from the new Chair of the Council   |
| 3  | Apologies for absence  |
| 4  | Declarations of Interest personal or prejudicial to items on this agenda and Requests for Dispensations  |
| 5  | Appointment of a Vice Chairman of the Parish Council for the year 2025/2026  |
| 6  | Appointments for the year 2025/2026: <ol style="list-style-type: none"><li>1. Appointment of Members to the HR Committee</li><li>2. Appointment of Tree Adviser (currently Dr Helen Bynum)</li><li>3. Appointment of members to SCPT Liaison group (Currently Cllr Drane)</li><li>4. Appointment of a member to the ESC Community Partnership (Currently the Chair of the Council)</li></ol> |
| 7  | To sign as an accurate record the minutes of the previous meeting, 16th April 2025   |
| 8  | To declare the meeting open for questions and comments from members of the public  |
| 9  | Chair's Report   |
| 10 | Reports:   |
| 11 | <u>Community</u><br>(a) Planning Applications: To consider planning applications received since the last meeting including any received after publication of the agenda and to note updates on previously considered applications:<br><br>DC/25/1641/FUL – Fairfields, Mill Lane, NR34 8DL – Single storey extension.<br><br>(b) Playing Field – Update on lease terms                       |
| 12 | <u>Infrastructure</u><br>(a) Damaged road sign opposite Fox Inn  |
| 13 | <u>Communication</u><br>(a) Adoption of a .gov domain and related email addresses  |
| 14 | <u>Council Operations</u><br>(a) To note the financial situation and bank reconciliations as of 30 <sup>th</sup> April 2025<br><br>(b) To approve payment of outstanding invoices  |

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|    | (c) Microsoft 365<br>(e) AGAR form to be signed           |
| 15 | Other items for discussion                                |
|    | Date of next meeting WEDNESDAY 18 <sup>th</sup> June 2025 |