

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting of the Council to undertake the business below.

Nicholas Spring, Clerk to the Council (clerk@hoptoncumknettishall-pc.gov.uk)

Date: Monday 11th May 2026
Time: After the end of the Annual Parish Meetings and not before 7.15 pm
Venue: Hopton Village Hall

AGENDA

1. Election of Chair and Vice Chair
 - a) Council to elect a Chair
 - b) Council to elect a Vice Chair
 - c) Declarations of Office to be signed
2. Apologies for absence
3. Members' declarations of interests & requests for dispensations if any
4. Reports from the County and/or District Councillor
5. Council to consider any matters relating to highways, pavements, footpaths and trees not already considered
6. Public participation session
7. Village Hall Working Party
8. To approve as accurate the minutes of the meeting held on 13th April 2026
9. Policies and Procedures

To review and re-adopt the following policies and procedures:

- a) Standing Orders
- b) Financial Regulations
- c) Risk Assessment
- d) Grant Awarding Policy
- e) Data Protection Policy
- f) Privacy Notice
- g) Document and Electronic Data Retention Policy
- h) Freedom of Information Policy
- i) Freedom of Information Publication Scheme
- j) Complaints Procedure

10. Planning
 - a. Council to consider its responses to any planning application consultations
 - b. Sarsons Meadow development update if any
11. Finances
 - a. Council to receive the monthly Budget Report
 - b. Council to approve the Payments Schedule
12. Information updates from Councillors and the Clerk
13. To review any action points raised at previous meetings and not already considered.
14. To confirm the date of the next meeting: Monday 8th June 2026

The public and press are invited to attend. If you plan to photograph, film or record the meeting, please notify the Chair or Clerk in advance.

HOPTON AND KNETTISHALL ANNUAL PARISH MEETINGS

The Hopton and Knettishall Annual Parish Meetings will be held on Monday 11th May 2026 at 7pm in the Hopton Village Hall before the Parish Council Meeting.

Agenda

1. Apologies for absence
2. Reports from local organisations
3. Open Forum