

HOPTON CUM KNETTISHALL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

THE VILLAGE HALL, HOPTON

MONDAY 8th JUNE AT 7 PM

(Draft until approved and signed)

PRESENT:

Councillor Andrea Hanks (Chair) (AH)

Councillor Robert Capon (RC)

Councillor Peter Cox (PC)

Councillor David Faiers (DF)

Councillor Ben Shotbolt (BS)

Councillor Julian Thompson (JT)

ABSENT

Councillor Su Delve (Vice Chair) (SD)

Councillor Jo Hassan (JH)

IN ATTENDANCE:

Nicholas Spring, Clerk (NS)

District Councillor Carol Bull (CB)

NOT PRESENT

County Councillor Harry Richardson (HR)

1 member of the public were present.

1. Apologies for absence: SD and JH
2. Members' declarations of interests & requests for dispensations if any - none
3. Reports from the County and/or District Councillor

A written report from HR had been circulated.

CB mentioned: the proposed Local government Judicial Review; recycling; access to District Council meetings and ways to participate had been posted on the DC website; Suffolk Community Awards; PSOs

4. Council considered matters relating to highways, pavements, footpaths and trees not already considered including:

- final specification for the new speed indicator device which is on order – cost of Bluetooth data collection to be clarified
 - bus shelter proposal update – awaiting a reply from Suffolk Highway
 - additional dog bins – 2 more to be ordered
 - cemetery maintenance contract – RC and DF to draw up new requirements for tender
 - planter – Suffolk Highways to be asked for advice
 - noticeboards – agreement that 2-bay 6 x A\$ man-made timber noticeboards should be ordered from Greenbarnes
5. Public participation session - none
 6. Council approved as accurate the minutes of the meeting held on 11th May 2026
 7. End of Year 2025/2026

Council

- reviewed the Internal Audit Report received from Heelis & Lodge
- reviewed the Council's Internal Controls & Risk Assessment
- approved the Annual Governance Statement
- approved the Accounting Statements & Bank Reconciliation
- approved the Explanation of Variances & the Statement on the Reserves
- approved the Certificate of Exemption

Chair & Clerk signed the Annual Governance Statement and Chair signed the A Accounting Statements

Responsible Finance Officer set the commencement date for the exercise of public rights – 10th June to 21 July 2026

The Certificate of Exemption was signed by the RFO and the Chair

8. Planning
 - a. Council to consider its responses to any planning application consultations - none
 - b. Sarsons Meadow development update including the open public space - none
9. Finances
 - a. Council received the monthly Budget Report
 - b. Council approved the Payments Schedule
 - c. Council considered and approved a grant application from the Village Hall for £250 for a ping-pong table
 - d. Council to consider the purchase of new noticeboards – see item 4

10. Information updates from Councillors and the Clerk – Chair and Clerk would be attending the CAS Village Halls Conference along with members of the Village Hall Committee
11. To review any action points raised at previous meetings and not already considered - none
12. To confirm the date of the next meeting: Monday 13th July 2026