



BRUNDISH PARISH COUNCIL
 Meeting: Wednesday, 21st January 2026, 7.30pm
 at Brundish Village Hall



AGENDA

Agenda Item		
	MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND A limit of 15 minutes is allocated for raising issues/discussion.	7.30pm
BPC/26/01	To receive Apologies for Absence/Reasons: Cllr P Smiddy	7.45pm
BPC/26/02	Declarations of interest? - re Items on the Agenda:	
BPC/26/03	To Approve the Minutes of the Brundish PC Meeting: 12/11/2025	
BPC/26/04	To receive Progress of Actions from previous BPC Mtg Minutes. See BPC/26/13 - Review of Policies & Procedures – Sign off for Audit See BPC/26/11 - Propose & Agree 2026-27 Precept	
BPC/26/05	MEMBERS OF THE PUBLIC ARE WELCOME TO PARTICIPATE / ASK QUESTIONS To receive Reports from District and County Councillors a) District: Cllr Anders Linder – January 2026 Report b) County: Cllr Matthew Hicks – January 2026 Report	8.00pm
BPC/26/06	Planning: To consider any applications received and note decisions. A) Appeal Decision – Ref: APP/W3520/W/25/3369285 Application: DC/25/01745 Potash Farm, The Street, Brundish IP13 8BL Planning Inspectorate response 3.12.2025: The appeal is dismissed.	
BPC/26/07	Open Spaces and Amenities: To receive updates on matters discussed at the last meeting and review progress. a) Village Green b) Village Hall + Car Park & Recycling Bins c) Defibrillator – Maintenance update, via Clerk – OK: 24.12.25 d) Highways & Road Signs + Cllr PS Debrief, HW Forum 19/11 e) Footpaths f) PCC – ‘Friends of St. Lawrence Church’	8.30pm
BPC/26/08	To consider any further correspondence received via Clerk. A. Locality Grant – E/m 9.1.26 A Linder – Cllr NP Response 13/1 B. MSDC, Tax Base 2026-27 – E/m 7.1.26	8.45pm



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BPC/26/09	BPC 'Housekeeping' – Parish Monthly Check List 31.1.26 – Submit Precept 31.1.26 – Agree Budget 2026-27 31.1.26 – Update P&P on BPC Website, Audit requirement	
BPC/26/10 Awaiting Invoice:	1. Finance/Administration, including: (RFO – Cllr C King) a) Expenditure v Budget – BPC Accounts 2025-2026/7 b) Barclays Community Bank – current Statement c) Business Premium Savings Account (VG) - -"- 2. Receipts None 3. Invoices for Payment a) £ A Austin, Clerk – Salary, Months: Nov, Dec 2025 and January 2026 4. Under *£500 BPC Authorised Payments: a) Ref: BPC/25/90 4.d) Donation to Royal British Legion, an amount equal to purchasing a Remembrance Wreath. b) Ref: BPC/25/90 4.a) - Awaiting Invoice re 1.11.25 Community Heartbeat Trust – CPR/Defib Training - £87.50 +VAT (joint Wilby PC). * Sum increased as per Financial Regs 2026. Agreement: Proposed / Seconded	9.00pm
BPC/26/11	BPC Precept 2026-27. RFO to propose - Documentation to be signed off Agreement: Proposed: RFO / Seconded	9.15pm
BPC/26/12	Budget 2026-27 - Documentation to be signed off Agreement: Proposed / Seconded	
BPC/26/13	Review & Agreement on Policies & Procedures: (Cllr review) a) Data Protection (NP) b) ICO current Certificate – Data Protection (NP) c) Electronic Communications Policy (NP) d) Code of Conduct (CK) e) Procurement Policy (SK) f) Complaints Procedure (SG)	9.30pm



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- g) Planning Response Policy (NP)
- h) Statement of Internal Controls (CK)
- i) Publication Policy (SG)
- j) Financial Risk Assessment (CK) – discussed & agreed, 21.11.25
- k) Financial Regulations (Clerk)
- l) Standing Orders (Clerk)

Also

- m) Website Accessibility Statement (Clerk)

Agreement/Resolution: Proposed / Seconded

BPC/26/14	Matters/Proposed Agenda Items for future consideration/inclusion at next BPC Meeting:	9.50pm
BPC/26/15	Items for BrunbyNews...	
BPC/26/16	Date of Next Brundish PC Meeting: Wed. 21st January 2026 Future Meeting Dates: Wednesday, 11 th March Wednesday, 6 th May – Annual Parish & Annual BPC Meetings	