



HENSTEAD WITH HULVER STREET
PARISH COUNCIL



Minutes of the Annual Meeting of the Parish Council
held at Hulver Village Hall on Wednesday 6th May 2026
which immediately followed the Annual Parish Meeting

1/26 Present

Cllr J Facer (Chair), Cllr R Tovell, Cllr I McKay
In attendance Angela Colbridge (Clerk)

2/25 Election of Chair 202/627

Cllr Tovell proposed Cllr Facer. This was seconded by Cllr McKay. There were no further nominations. Cllr Facer was declared elected. Cllr Facer signed the Declaration of Acceptance of Office as Chair in the presence of the Proper Council Officer.

3/26 Election of Vice-Chair 2026/27

Cllr Facer proposed Cllr Tovell. This was seconded by Cllr McKay. There were no further nominations. Cllr Tovell was declared elected.

4/26 Apologies for absence

SCC Cllr Michael Ladd, HHPC Cllr P Block.

5/26 Declaration of interest personal or prejudicial to this agenda. None

6/26 Requests for dispensations. None

7/26 Minutes of the Meeting of 1st April 2026

It was Proposed by Cllr Facer, seconded by Cllr Tovell that the minutes of 1st April 2026 be accepted as a true record. This was agreed. The minutes were signed by the Chair.

8/26 Matters arising. None.

9/26 Reports and questions from the public.

9/26/1 Suffolk County Council. No report

9/26/2 East Suffolk Council. No report

9/26/3 Police. The Clerk noted that there were no reported crimes on the [police.uk](https://www.police.uk) website for Henstead with Hulver Street for the month of February 2026. For the month of March there were 2 reported crimes on or near Benacre Road under the category of violence and sexual offences.

10/26 Chair's Item. The chair noted the following 3 items which would be discussed later on in the agenda: Call for sites; Community letter; Village Emergency Plan.

11/26 Correspondence. Information from Jenny Riddell-Carpenter MP has been received, circulated and is available on the parish council website.

12/26 Finance

12/26/1 Approval of outstanding invoices

SALC Membership Subscription 2026/27 £210.01

Heelis & Lodge Internal Audit Fees 2025/26 £145

Proposed by Cllr Tovell, Seconded by Cllr McKay

12/26/2 Account Balances. The Clerk noted the following balances:

Current Account £21,737.61 as at 4th May 2026

Savings Account £853.58 as at 4th May 2026

Cllr J Armstrong arrived and joined the meeting.

12/26/3 To receive and approve the draft accounts 31st March 2026

The Clerk explained the accounts from 1st April 2025 to 31st March 2026 including income, expenditure, bank reconciliation and statement of variances. The accounts were approved, proposed by Cllr Armstrong, seconded by Cllr Tovell.

12/26/4 To agree to complete the Certificate of Exemption. On a proposition from Cllr Facer, seconded by Cllr Armstrong, it was agreed that the request for exemption from external audit be sent.

12/26/5 To receive the Internal Audit Report. The Clerk noted that the Internal Audit has been carried out and the report has been received from Heelis & Lodge with the following four recommendations: To include in the Financial Control Checklist the review of the effectiveness of Internal Audit (the clerk will action this); to adopt and publish a Data Protection Policy which is separate and different from the IT Policy (the clerk will circulate a draft Data Protection Policy for consideration at the next meeting of the Parish Council); to adopt and publish a website accessibility statement (the parish council are looking to change website hosts, this will be actioned following the change); to identify Earmarked Reserves and General Reserves in the year end accounts (the clerk has actioned this). It was proposed by Cllr Armstrong, seconded by Cllr Facer that the Internal Audit report be accepted.

12/26/6 To agree the Annual Governance Statement 2025/26 The Annual Governance Statement was reviewed and approved. Councillors noted that Statement 10 was answered 'No', and the required explanation was agreed and will be published alongside the Statement. Proposed by Cllr Armstrong, seconded by Cllr Tovell.

12/26/7 To agree the Accounting Statements 2025/26 The Accounting Statements were agreed, proposed by Cllr Armstrong, seconded by Cllr McKay.

12/26/8 To approve the dates of Notice of Public Rights It was suggested that the dates proposed by the external auditors be used, Wednesday 3rd June to Tuesday 14th July 2026. This was agreed. Proposed by Cllr McKay, seconded by Cllr Facer.

12/26/9 To agree the Annual CIL Report The Clerk explained the annual report and it was agreed. Proposed by Cllr Armstrong, Seconded by Cllr Facer.

12/26/10 The Clerk noted the following receipts: Receipt of the full balance of the Precept 2026/27 of £5261.31 from ESC into the bank account on 29th April 2026; Receipt of £2000 grant for road safety measures from ESC into the bank account on 24th April 2026.

13/26 Planning

13/26/1 To consider any planning applications. None

13/26/2 To receive outcomes of Planning Applications from ESC

DC/26/0835/FUL Construction of Outbuilding. Sunkist, Hulver Street, Henstead, Beccles, Suffolk, NR34 7UE. Permitted.

13/26/3 Other planning matters.

EN/25/0377/DEV Henstead Hall, Church Road, Henstead, Beccles, Suffolk, NR34 7LD. No update.

14/26 Parish Community Plan

14/26/1 Highways

Speed Indicator Device. The Clerk noted that the latest information on potential locations of the new SID posts has been requested from Suffolk County Council. The Clerk will liaise with SCC between meetings to move this forward.

Road Safety Measures. Roundels and SLOW road markings in Henstead have been refreshed.

14/26/2 Communication including website

It was agreed that a decision would be made at the June meeting of the parish council on whether the website hosting would be moved from Suffolk.cloud to an alternative host.

A draft community letter has been circulated and the content was agreed. Proposed by Cllr McKay, seconded by Cllr Facer.

14/26/3 Amenities - No update

14/26/4 Social Activities - No update

15/26 Parish Community Plan/Village Emergency Plan. No update

16/26 Speed Indicator Device. An update was provided during agenda item 14a.

17/26 Call for Sites. The sites submitted for Henstead with Hulver Street during the recent Call for Sites process were noted. Councillors also noted that a survey had recently been carried out on land in Toad Row.

18/26 Any other business. None.

19/26 Items for the agenda of the next meeting. Community Speedwatch Scheme

20/26 Date and time of next meeting.

The next meeting of the Parish Council will be held on Wednesday 3rd June 2026, commencing at 7pm in the Village Hall, Hulver.

The meeting closed at 9:08 pm

Signed Chair _____ Clerk _____ Date ____