Stoke by Clare
Parish Council

Issue date: 15th October 2026

The Parish Chairman and members of Stoke by Clare Parish Council

You are hereby summoned to attend the **Full Council Meeting of the Stoke by Clare Parish Council** to be held on **Tuesday 20th October 2026** at **The Barn, Ashen Road, Stoke by Clare, at 19.30.**

Matthew Price PLSCC
Clerk to the Council.

AGENDA

1. **Apologies for Absence**

To receive and accept any Apologies for Absence from Members.

2. **Declarations of Interest**

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item.

3. **Public Participation / Question Time**

A maximum of 3 minutes per person, 15 minutes total, if **members of the public wish to speak at the meeting, would they please contact the Clerk to the Council 24 hours in advance**

4. **Minutes.**

To confirm the minutes of the meeting held on 15th September 2026 - (Copy herewith).

5. Council Matters

a) To Consider the updated Bowls Club Paint Certificate – (Copy Herewith)
b) To receive and agree Bowls Club grant request – (Copy Herewith)
c) To Accept AGAR 2025-26 Report – (copy Herewith)
d) To agree the Notice of Conclusion of Audit form dates and costs.
c) Update on Bench adoptions – (Verbal report)
d) To consider contact with SBCPC and Havebury and Highways regarding Church Park parking

6. Reports

a) Suffolk County Councilors report
b) West Suffolk Councilors report

7. Finance

a) To consider & approve Bank Statements, September 2026 (current) – (Copy herewith)
b) To consider and approve Bank Reconciliation for September 2026 - (Copy herewith)
c) To Accept Budget Vs Actual report – (Copy Herewith)
d) To consider Open Spaces West Suffolk Invoice and payment date and quote requests – (copy Herewith)

8. To Consider a Motion to Exclude Members of the Press and Public Under the Public Bodies (Admission to Meetings) Act 1960. The public and representatives of the press and media be excluded from the meeting during the consideration of the following item of business because of the confidential nature of the business to be transacted.

9. To consider and agree to the conclusion of a Staffing matter

10. **Motion to Re-Admit** –
To resolve that confidential business having been concluded, the press and public be re-admitted to the meeting.

Matthew Price – Clerk to the Council – 20th October 2026