The next meeting of Moulton Parish Council will take place on Monday 20th July 2026 at 6.30p.m. in Moulton Village Hall.

Members of the public are welcome. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

Please use the entrance from the playing field to access the room to avoid disturbing the Pilates class in the main hall.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the Annual Meeting of the Parish Council held on Monday 18th May 2026.
4. Public session (15 minutes) – Members of the public are invited to speak briefly about any items on the agenda.
5. County Councillor's Report.
6. District Councillor's report.
7. To receive an update on the list of actions agreed at the last meeting.
8. Police issues.
9. To discuss the following financial issues:
   a) Approval of payments and signing of Schedule of Payments.
   b) Approval of payments authorised between meetings.
   c) Approval of the record of receipts and payments made since the last meeting.
   d) Bank balances and confirmation of bank reconciliation as of 1st July 2026.
   e) Approval of the continued use of electronic banking and BACS payments, the Council's banking arrangement with Lloyds, and the use of variable direct debit or standing order where appropriate.
   f) Update on the annual audit.
   g) New HMRC mileage rate.
10. To discuss the following planning issues:
    a) New West Suffolk Local Plan initial resident's consultation. The consultation period is from 16th June – 28th July 2026.
    b) Email from Hartog Huttog Ltd about their site submission for 20 new homes in Moulton as part of the new West Suffolk Local Plan.
    c) DC/26/1026/TCA – 22 The Street - two Beech (T1 and T2 on plan) fell.
    d) Planning applications received between meetings.

DC/26/0858/HH	45 Lark Hill, Moulton	a. single storey front extension to create garage (following conversion of existing garage to habitable space) b. changes to fenestration on west elevation c. one window to ground floor rear elevation

    e) Planning applications received after the agenda was published.
11. To discuss any highways/Rights of Way issues/tree/transport/ flooding/river and riverbank issues.
    a) Request for shovels for grit bins.
    b) Update from CLE Matthew Fox on the collisions at Boys Grave Junction in November and December 2025.
    c) Update on the proposal to meet a representative from Cambridgeshire Highways to discuss HGV use and damage to Norwich Road.
    d) Repairs to the road bridge near the ford along Brookside and Church Road.
    e) Query about installing dropped kerbs at Moulton Crossroads.
    f) Update on footpath 15.
    g) Update from the meeting with Matthew Fox Highways CLE and parish councillors Richard Mather and Alex Dawe.
    h) Tree survey on 17th July.

12. To discuss the following village hall/playing field/play equipment issues:
    a) Latest playing field inspection report:
    b) Ongoing playing field actions
    c) Renewal of playing field licences.
    d) Playing field bookings.
    e) Replacing the safety surface around the remaining play equipment in the next financial year.

13. To update the councillors' areas of interest.

14. To review the following policy documents:
    a) Financial Regulations
    b) Updated Standing Orders.
    c) Scheme of Delegation.
    d) Contact Privacy Notice.
    e) Updated Unauthorised Encampment Policy.
    f) Procedural policies as listed in appendix A.
    g) Freedom of Information, data protection policies and policies for dealing with the press/media. as listed in appendix B.
    h) Employment policies and procedures as listed in appendix C.
    i) Other policies as listed in appendix D.
    j) Planning documents listed in appendix E.

15. To discuss the following village issues:
    a) Update on the progress of the village sign.
    b) To decide whether to trial picnic benches on The Green for people visiting the Packhorse Inn.

16. To discuss the following correspondence:
    a) Questions for the Council and any urgent business. Information from Phonely about the switch over to digital landlines which is due to be completed by 27th January 2027.
    b) Email from West Suffolk Council about their new online portal for private landlords where they can report tenancy issues such as non-payment in an attempt to prevent it escalating to eviction which could lead to homelessness.

17. Questions for the Council and any urgent business.

18. Any other business for noting or including on the agenda of the next meeting on Monday 20th September 2026.

19. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information
    a) To discuss staffing matters.

Appendix A – Procedural policies

- Complaints Procedure.
- Procedure for Dealing with Correspondence.
- Procedure for the Public Session.
- Co-option Policy.
- Email policy for councillors
- Electronic Communication Policy.
- Code of Conduct
- Persistent and vexatious complaints and correspondence policy

Appendix B – Freedom of Information, data protection policies and policies for dealing with the press/media.

- Data Protection and Information Management Policy.
- Social Media Policy.
- Filming and Recording at Meetings Policy.
- Subject Access Request Policy.
- Procedure for Handling Requests for information
- Freedom of Information Publication Scheme

Appendix C - Employment policies and procedures.

- Equal Opportunities Policy.
- Sexual and General Harassment Policy and Procedure.
- Disciplinary and Grievance Policy

Appendix D – Other policies.

- Volunteer guidance
- Hedge Policy.

Appendix E – Planning documents

- The Role of Moulton Parish Council in dealing with Planning Applications
- Planning applications and how to respond.