

ONEHOUSE PARISH COUNCIL

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You are hereby summoned to attend a meeting of Onehouse Parish Council convened by the Chair and to be held in Trinity Hall, Onehouse on Monday 11 May 2026 at 7.30 p.m.

The agenda is:-

- 1. Election of Chair.**
- 2. Election of Vice-Chair.**
- 3. Signing of Declarations of Acceptance of Office.**
- 4. Apologies for absence.**
- 5. Nomination of representative to SALC.**
- 6. Nomination of representative to OHS Village Hall & Playing Field Trust Management Committee.**
- 7. Nomination of Tree and Footpath Warden.**
- 8. Nomination of Paupers Graves Officer.**
- 9. To consider appointments to OHSMag working group.**
- 10. To appoint Responsible Financial Officer.**
- 11. Nomination of Councillor to carry out internal audits.**
- 12. To review insurance and bank account signatories.**
- 13. To review the effectiveness of our internal audit and systems of internal control.**
- 14. To confirm and approve the minutes of the meetings 13 April 2026.**
- 15. To receive members Declarations of Interest on agenda items and to consider any dispensation requests from councillors.**
- 16. Public comment.**
- 17. Report from County Cllr.**
- 18. Report from District Cllr Matthissen.**
- 19. Planning Matters**
 - a) To discuss and make recommendation to MSDC on any applications received prior to this meeting.
DC/26/00134-Erection of single storey front extension, first floor rear extension and alterations to form first floor ensuite at 83 Northfield Road, Onehouse, Stowmarket, IP14 3HE.
 - b) To receive MSDC decisions on previously considered applications.

DC/26/00835-Erection of single storey rear extension and internal alterations to form a ground floor WC, including side window, at 60 Ash Road, Onehouse, Stowmarket IP14 3HB.

20. Finances

To ratify the following payment:

- a) £962.62-Mrs V Swansborough, Clerks salary – April 26
- b) £34.93 – NEST, Clerks Pension direct debit
- c) £47.00-ICO annual subscription direct debit

To approve payment of the following invoices:

- d) £363.00 – Gipping Press, May 26 OHSMag printing
 - e) £25.00 – Pear Space, Transfer of old Clerk email data
 - f) £80.92 – David Nicholson, fuel for Paupers Grave equipment
 - g) £180.00-LR Chaplin T/a Greener Gardens, Grass cutting
 - h) Any additional invoices received since agenda produced
- To receive monthly financial report from the Clerk.

21. To consider a credit or purchasing card for the Clerk's use and take any necessary action.

22. To consider request to purchase replacement SIDS batteries and take any necessary action.

23. To confirm agreement to cover the cost of grass cutting of the playing field for 2026/27.

24. To consider any response to the SALC Service Survey and take any necessary action.

25. To receive an update on the concreting of benches at the playing field, and take any necessary action.

26. To receive an update on the Neighbourhood Plan and complete the NDP Expression of Interest form, and take any necessary action.

27. To discuss the future of the OHSMag and the editor position, including review of any applications to the editor role, consider hourly rate and number of hours, and take any necessary action.

28. To discuss a paid subscription for the provision of an online magazine and pricing review for advertisers, and take any necessary action.

29. To receive an update on the Rural Caravan and take any necessary action.

30. To receive an update on any events, including the fete, and take any necessary action.

31. Environmental issues.

a)To receive an update on the barrels and consider any maintenance work required, and take any necessary action.

- 32. Discuss any action necessary regarding the Forest Road to Chilton Leys Footpath.**
- 33. To receive an update on the provision of storage facilities, first aid equipment and PPE for volunteers at Paupers Grave and take any necessary action.**
- 34. To receive an update on the Paupers Graves.**
- 35. To discuss website and Facebook page and take any necessary action.**
- 36. To receive correspondence/communications and to deal with any matters.**
- 37. To receive reports**
a) Report from the Clerk
- 38. Questions to the Chair**
- 39. Items for next agenda**
- 40. To confirm date and time of the Parish Council meeting as Monday 8th June 2026 at 7.30 p.m.**

5th May 2026

...V J Swansborough.....
Clerk to the Parish Council