

COPDOCK & WASHBROOK ANNUAL PARISH COUNCIL MEETING

TUESDAY, 5th MAY 2026, 7.30PM

To All Parish Councillors

You are hereby summoned to attend the Annual Parish Council meeting to be held on Tuesday, 5th May 2026, scheduled for 7.30pm, at the Village Hall, Old London Road, Copdock, when the following business will be transacted.

Mrs S Frankis

Mrs S Frankis, Clerk and RFO to the Parish of Copdock and Washbrook

Members of the public are welcome to attend.

AGENDA

1. **ELECTION OF PARISH COUNCIL CHAIR**
2. **ELECTION OF PARISH COUNCIL VICE-CHAIR**
3. **APOLOGIES**: to **RECEIVE** and **APPROVE** apologies for absence
4. **DECLARATIONS OF INTEREST**: to **RECEIVE** any Declarations of Interest
5. **DISPENSATIONS**: to **APPROVE** any Requests for Dispensations
6. **PUBLIC FORUM**:
 - i. to **RECEIVE** reports from the County and District Councillors
 - ii. to **RECEIVE** comments from residents of the parish on current agenda items (please note comments are to be addressed to the Chair. A response does not have to be given at the meeting but may be taken away by the Council for consideration)
7. **MINUTES**: to **RECEIVE** and **CONFIRM** the minutes of the Parish Council meeting held on 7th April 2026
8. **MATTERS ARISING**: to **CONSIDER** matters arising from the Parish Council meeting held on 7th April 2026
9. **FINANCE AND GOVERNANCE**:
 - i. **SCHEDULE OF PAYMENTS**: to **APPROVE** the Schedule of Payments for May 2026
 - ii. **BUDGET & FINANCE REPORT**: to **AGREE** the April 2026 Budget & Finance Reports, including the bank balance
 - iii. **VAT RECLAIM**: to **AGREE** the VAT Reclaim
 - iv. **YEAR END ACCOUNTS**: to **AGREE** the Year End Accounts
 - v. **GENERAL FUND**: to **ALLOCATE** the General Fund 31.03.2026
 - vi. **AGAR**: to **AGREE** Sections 1 and 2 of the Annual Governance & Accountability Return 2025/26

- vii. **INTERNAL AUDIT:** to **RECEIVE** the Internal Audit Report and Findings 2026
 - viii. **INVESTMENT STRATEGY & POLICY:** to **ADOPT** the annual review of the Investment Strategy and Policy 2026
 - ix. **VARIABLE DIRECT DEBITS & BACS PAYMENTS:** to **AGREE** continued payments by variable direct debits and BACS payments.
10. **ROLES & RESPONSIBILITIES:** to **AGREE** Councillor Roles & Responsibilities
11. **TO RE-APPOINT THE RESPONSIBLE FINANCIAL OFFICER (RFO)**
12. **CLERK'S REPORT:** to **RECEIVE** the Parish Clerk's Report
13. **PLANNING APPLICATIONS AND DECISIONS**
- i. **DC/26/01375**
Proposal: *Application under S73 of the Town and Country Planning Act 1990-Variation of Condition 2(approved Plans and Documents); and Removal of Condition 7(Land Contamination Method Statement) of planning permission DC/25/02948 dated:18/11/2025 – Conversion and extension of 2 no. former agricultural barns to create 1 no. Self-build dwelling and associated change of use of land, along with landscaping and access amendments.*
Location: Rookery Farm, Wenham Road, Copdock IP8 3EZ
14. **BMSDC JOINT LOCAL PLAN (JLP)**
15. **BROCKLEY WOOD UPDATE**
16. **COMMUNITY SPEED MANAGEMENT: 20's PLENTY:** to **AGREE** actions as required
17. **'BUS STOP ISLAND' PARKING RESTRICTIONS**
18. **COPDOCK AND WASHBROOK PRIMARY SCHOOL LIAISON:** to **AGREE** actions as required
19. **JUBILEE MEADOW:** The Brook (dredging of)
20. **CHURCH LANE: FLOODING ISSUES**
21. **ACTIVE TRAVEL SCHEME**
22. **OLD LONDON ROAD DANGEROUS DRIVING INCIDENTS**
23. **PLAY AREA MAINTENANCE PLAN(S):** to **AGREE** a maintenance plan for the play areas at the Village Hall and Fen View
24. **MILL LANE PLAY AREA IMPROVEMENTS**
25. **NEXT MEETING:** to **CONFIRM** the date and time of the next Parish Council meeting, 2nd June 2026
26. **MATTERS RAISED BY MEMBERS, including ITEMS FOR THE NEXT AGENDA**