



Minutes of The Annual Meeting of Suffield Parish Council held on
26th June 2025 at Suffield Village Hall

Cllr Jack Almey Chairman
Cllr David Hawkins
Cllr Helen Almey
Cllr Karen Harris
Cllr Karl Polglase

Clerk Wendy Murphy
1 member of public

1. APOLOGIES FOR ABSCENCE

Larry Meagher

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

To receive Members' Declarations of Interest in Agenda items and note the granting of any Request for Dispensations
None received

3. TO CONFIRM MINUTES OF THE MEETING OF THE PF THE PARISH COUNCIL HELD ON 26TH JUNE 2025

The minutes of 26th June 2025 had previously been circulated in draft form and were approved and signed as a true record

4. FINANCIAL MATTERS

4.1 The bank reconciliation up to 31st March 2025 was received—

4.2 As proposed by D Hawkins and seconded by K Harris and with all in favour its was agreed to confirm Mrs M Anderson Dugar as internal auditor for 2025/2026

4.3 The Annual Internal Audit Report 2024-2025 was received

4.4 As proposed by K Polglase and seconded by H Almey and with all in favour it was agreed to approve section 1 Annual Governance Statement 2024-2025

4.5 As proposed by H Almey and seconded by K Harris and with all in favour it was agreed to approve section 2 Accounting Statements 2024-2025

3.6 As proposed by K Harris and seconded by K Polglase and with all in favour it was agreed to complete the Certificate of Exemption 2024-2025

5. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Defib
Co-Option

6. DATE AND TIME OF NEXT MEETING

24th September 2025 at 6.30pm

Meeting closed at 7.20pm