

# NOTICE OF SHOTTISHAM PARISH COUNCIL MEETING

**Tuesday 11<sup>th</sup> November 2025  
at 7.00pm in the Trust Hall**

All councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are cordially invited.

## AGENDA

1. Chairman's welcome and apologies for absence
2. OPEN FORUM – *an opportunity for parishioners to briefly raise matters of concern without having to sit through the whole agenda*
3. Councillors' Declarations of Interest
4. Signing of Minutes of 9<sup>th</sup> September 2025 as a true record
5. Reports: AR (SCC), JM (ESC)
6. To consider draft budget for 2026-27 prior to setting precept in January
7. To receive update on Highways Issues
8. To receive update on playground issues
  - To discuss the findings from the RoSPA report
9. To discuss the Emergency Plan requirements
10. To discuss donation request received from Shottisham WI Trust Hall
11. Clerk's report and Finance report:
  - a) Financial report
  - b) Online payments authorised between meetings

a. Four Square Healthcare Ltd (defibrillator pads)	£75.19
b. Playsafety Ltd (RoSPA Report)	£124.80
c. Business Services at CAS Ltd (insurance)	£421.40
d. Suffolk Cloud (website)	£120.00
e. Nurture Landscapes (September's grass cutting)	£171.07
  - c) Online payments requiring authorisation:

a. Clerk's wages	£280.00
b. HMRC	£70.00
c. Shottisham WI Trust Hall	£40.00
d. Nurture Landscapes (October's grass cutting)	£171.07
12. Matters to be brought to the attention of the Council
13. Update on the actions points from the previous meeting
14. Action points arising from the November meeting

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Lesley Roberts, Parish Clerk