



NOTICE OF MEETING

Town Councillors are summoned to attend the Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 3rd June 2026. The meeting will start at 7.00 pm. At 8.30 pm there will be a watershed and, if agreed the meeting will continue but it will carry on no later than 9.00 pm.

Clerk *Alison Ayers*

Date 27th May 2026

AGENDA

1. **To Note Members Present and to receive and approve apologies for absence**
2. **To receive any declarations of interest regarding the agenda**
3. **To consider applications for dispensation**
4. **To agree and sign the minutes of the Town Council meeting of 6th May 2026**
5. To receive reports from the following:
NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.
 - a. Suffolk County Councillors
 - b. East Suffolk Councillors
 - c. East Anglia Transport Museum
 - d. Allotments
 - e. Carlton Colville Community Kitchen and Wildlife Garden
 - f. Carlton Colville Community Centre
6. Public participation
The purpose of the meeting is for Councillors to discuss Town Council Business. During each meeting the Council will allow a period of up to 15 minutes for public questions. During this time, residents can put questions to the Chairperson regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairperson will respond but matters may have to be deferred and placed on a later month's agenda for discussion.
7. **To agree payments for May 2026**
List to be circulated prior to meeting
Spend v budget circulated
Bank Statement and reconciliation for April to be signed
8. **To agree the Financial Regulations for 2026 including the NALC advice note (Feb 2026)**
9. **To confirm the receipt of the Internal Audit back from SALC and the recommendations to be noted**

- 10. To agree the Statement of Internal Control 2026/2027**
- 11. To review and agree the updated version of the Reserves Policy following Internal audit recommendation**
- 12. To review and agree the Data Protection policy**
- 13. To consider a grant to the Carlton Colville Men's Shed towards their new structure**
- 14. To consider a grant to the East Anglia Transport Museum**
- 15. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**
- 16. To close the meeting**