



Minutes of the Annual Meeting of Suffield Parish Council held on
20th May 2026 7.00pm at Suffield Village Hall

Jack Almey (Chair)
David Hawkins
Helen Almey
Karen Harris
Mark Major

Clerk Wendy Murphy
1 Member of public

- 1. To elect the Chair of the Council for 2026/2027**
H Almey proposed Jack Almey for Chair, seconded by M Major and all in favour
- 2. To receive the Chair's Declaration of Acceptance of Office**
This was signed
- 3. To elect a Vice Chair**
K Harris proposed Helen Almey as Vice Chair, seconded by M Major and all in favour
- 4. Apologies**
K Polglase
L Meagher
- 5. To confirm minutes of the meeting of the Parish Council held on 11th February 2026 and 18th March 2026**
The minutes of 11th February 2026 and 18th March 2026 were approved and signed as a true record
- 6. To receive information on matters arising not listed elsewhere on the agenda**
None
- 7. Reports from County and District Councillors**
None
- 8. To adjourn the meeting to allow members of the public to speak**
None
- 9. Finance:**
 - (i) To approve insurance for 2026-2027**
It was agreed to approve, proposed by H Almey and seconded by K Harris
 - (ii) To approve any account for payment**
Cheque 100397 Zurich Municipal £356.44
Cheque 100398 County Style Recycling £21.00

10. To adopt the General Power of Competence (GPOC)

As the clerk now has her CiLCA qualification, it was proposed by K Harris and seconded by D Harris for the Council to have General Power of Competence, all in favour

11. To review and adopt Policies

Standing Orders – reviewed and approved

Financial Regulations – reviewed and approved

Risk Assessment – adopted with a review at next meeting

12. To adopt a Health and Safety Policy

Deferred until the next meeting

13. To receive an update on the installation of the defibrillator

Now up and running and has been registered on the circuit with K Harris as the administrator. The clerk will purchase an AED sign and see if the First Responders will do a First aid Course including defibrillator training, she will email Colby and Banningham Council to see if they would like to take part.

14. To note items of information / future agenda

AGAR

Health and Safety Policy

Risk Assessment Policy

15. To confirm date of next meeting

24th June 2026 6.30pm

Meeting closed at 19.40