



Burston and Shimpling Parish Council

The Annual Meeting of Burston and Shimpling Parish Council will be held on Wednesday May 20th, 2026, at 7pm, at The Strike School, Church Green, Burston for the purpose of transacting the following business:

Fran Sharp 12th May 2026

clerk@burstonandshimplingparishcouncil.gov.uk

01379 776355

AGENDA

Welcome to the meeting - Chair

1. To Elect the Chair & sign the Declaration of Acceptance of Office.
2. To Elect the Vice-Chair & sign the Declaration of Acceptance of Office.
3. To consider any apologies.
4. To update Councillors Declarations of Interest & receive any declarations regarding agenda items.
5. Public participation, County and District Councillors reports.
6. To receive the Annual Report from the Chair.
7. To receive the Annual Financial Report from the Responsible Financial Officer (RFO).
8. To approve Parish Councils Policies, Standing Orders, Financial Regulations & any relevant amendments.
9. To approve the minutes of the Parish Council Meeting held on 22nd April 2026.
10. To set the date for the Annual Parish Meeting 2027.
11. To report Matters Arising from the Minutes not on the agenda – for information only.
12. To note correspondence as listed on the attached schedule and which are not separate agenda items.
13. Finance: Papers to be distributed prior to the meeting where possible
 - 13.1. To approve the attached report of payments and receipts since the previous meeting.
 - 13.2. To approve the monthly statement of accounts for April 2026
 - 13.3. To note that the Internal Audit has been undertaken and exemption certificate to be sent to external auditors.
 - 13.4. Approval of the Summary of the Year End 2025-2026 – income and expenditure.
 - 13.5. Approval of the Year End Reconciliation 2025-2026.
 - 13.6. To approve the Regular Payments, not separately approved for the year 2026-2027
 - 13.7. To receive the Asset List and note any amendments and any actions required. To ensure risk assessments are updated.
14. Planning Applications as received from South Norfolk Council for consultation
 - 14.1. To receive consultees reports on planning decisions
 - 14.2. To note planning application 2026/1028 notification received between meetings.
 - 14.3. To note planning application 2026/1174 notification received between meetings.
 - 14.4. To note amendment to planning application 2025/3419 (original application 2024/3728) notification received between meetings.
15. PRow and Highways Update
16. Recreation Ground Report

17. To consider the continuation of Cllr. A. Wakeham representing Burston and Shimpling Parish Council on the Diss and District Neighbourhood Plan Monitoring Group.
18. To agree the Parish Council response to the Village Group proposal to apply for a building to become an asset of community value (ACV).
19. To agree a response to the request from Unite Union to use the village green on Sunday September 6th, 2026, for the Strike Rally.
20. A.O.B.
21. To confirm the date and place for the next meeting and items for inclusion on the agenda.