

MEETING OF GUIST PARISH COUNCIL

Saturday, 2nd May 2026

To members of the Council,

You are hereby summoned to attend the meeting of Guist Parish Council on Friday, 8th May 2026, at 7 pm in St. Andrew's Church, Guist.

Members of the press and public are invited to attend.

Nea Horsford

Nea Horsford
Parish Clerk & RFO

AGENDA

- 1. To elect the chair for 2026/2027.**
- 2. To sign the Declaration of Acceptance of Office.**
- 3. To elect the vice chair for 2026/2027.**
- 4. To receive and consider apologies for absence.**
- 5. To consider any applications for co-option.**
One councillor position remains unfilled.
- 6. To record declarations of interest and approve any requests for dispensations.**
If you have a disclosable personal interest in a matter to be discussed and it relates to something on your Register of Interests form, then you must declare an interest. You may not participate in the discussion or vote on the matter.
You have a Personal Interest in a matter to be discussed if it affects:
 - Your well-being or financial position.
 - That of your family or close friends.
 - That of a club or society in which you have a management role.In these instances, you must declare a personal interest and may speak on the matter only if members of the public are also allowed to speak at the meeting; you may not vote on the matter.
- 7. Minutes.**
To consider and approve the minutes of the Parish Council meeting held on 5th February 2026.
- 8. Public Forum.**
 - 8.1 To receive a report from the County Councillor.
 - 8.2 To receive a report from the District Councillor.

Clerk: Nea Horsford.

Telephone: 07737 188596

Email: clerk@guistparishcouncil.gov.uk

- 8.3 To receive questions or comments from members of the public. This item is limited to 15 minutes (Maximum 3 minutes per person).
- 8.4 Police.

Please note that the next part of the meeting is for councillors' discussion only, and the public is not permitted to participate.

9. Finance and Governance Matters.

- 9.1 Agree the Internal Audit undertaking for the year ending 31st March 2026.
- 9.2 To note the date of the Notice of Public Rights from 3rd June 2025 to 14th July 2026.
- 9.3 Agree and sign the Annual Governance Statement for 2025/2026 (AGAR Form 3 PM).
- 9.4 Agree and sign the Accounting Statements for 2025/2026 (AGAR Form 3 PM).
- 9.5 To note Section 3, the External Auditor Report and Certificate.
- 9.6 Agree the Financial Statement for 2025/26.
- 9.7 To note the variances on the AGAR for 2025/2026.
- 9.8 To consider and agree on payments and note any income.
- 9.9 To consider the signatories for the Lloyds Bank Accounts for 26/27.
- 9.10 To note the bank reconciliation (seen in advance).
- 9.11 To note the VAT Return for 2025/26.

10. Planning.

- 10.1 To consider the consultee response to applications received from Breckland District Council before the meeting date.
- 10.2 To note any applications received between meetings and the Parish Council's response.
- 10.3 To receive notification of decisions taken by Breckland District Council before the meeting date.

11. Village Matters.

- 11.1 Bus Stop and playground update from clerk.
- 11.2 SAM3 update.
- 11.3 Update on the removal of the rubbish from plot 2.
- 11.4 Update on the land owned from the clerk.

12. Administrative Matters.

- 12.1 To receive an update on .gov.uk emails for councillors.
- 12.2 To note an email received from Radio Norfolk regarding the Guist Clock.

13. Highways and Footpaths.

- 10.1 To discuss the email received from Norfolk Ramblers and nominate a person to coordinate the audit.

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14. Sennowe Road Properties and Allotments.

- 14.1 To consider the request from Allotment No. 2's tenants for a gate from their garden into the allotment.
- 14.2 To receive an update on the trickle vents and damp issues for no. 1 and no. 2.
- 14.3 To receive an update on the fireplace and chimney at No. 1 Sennowe Road.
- 14.4 To consider the quotations from H & G Maintenance Solutions for no. 2. & no. 3. Sennowe Road.
- 14.5 To consider and approve a list of contractors for the cottages.
- 14.6 Risk Assessment for the cottages.

15. Matters for the next agenda.

- 16. To confirm the date of the next meeting will be on Thursday, 6th August 2026, at 7 pm at St Andrews Church, Guist.**

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