Wortham & Burgate Parish Council

Minutes of the Wortham & Burgate Playing Field Committee
Held on Tuesday 15th September 2026 at 6.45pm in Burgate Church Hall

Councillor present: Nick Castle, Susan Wright, Neil Kewley & Jenny Piper
Absent: Cllr Bradley and Cllr Beckett-Doyle
In attendance: Representatives from WLTC, Palgrave Wanderers FC and Jane Wright (Clerk)

1. **Chair's welcome and to consider accepting apologies for absence -** Cllr Castle welcomed everyone to the meeting.
2. **To record declarations of interest from members in any item to be discussed -** None
3. **To consider any dispensations from members in any item to be discussed -** None
4. **Public Participation -** The representative from WLTC said that the tennis club were pleased that the footballers are back playing in Wortham. Walking Tennis is returning to the courts soon, along with various other events including a Halloween event on 31st October. The tennis club will continue to liaise with the Clerk when booking the Pavilion for events and meetings. Cllr Wright gave an update on the proposed redevelopment of the Pavilion; a Pre Planning meeting has been held and a preliminary bat survey carried out.
   The Palgrave Wanderers representative asked Councillors if anything could be done to help to reduce the number of rabbits that are causing a problem on the football pitch. Clerk to look into rabbit control. Once arranged, Clerk to liaise with WLTC as they also have issues with rabbits under their tennis pavilion.
   The Clerk had liaised with Palgrave Wanderers prior to the meeting regarding the possibility of Diss Under 11's also using the playing field for their matches. The provisional request is for the use of the smaller goals and not the full pitch, so as long as there is no conflict of timings with WLTC and Palgrave Wanderers the provisional request seems acceptable, however, safeguarding would need to be addressed.
5. **To receive the Clerk's report and any outstanding items/actions -** Covered elsewhere on the agenda.
6. **To approve payment of invoice from TG Askew for topsoil -** Cllr Castle proposed that the invoice for £144 be approved for payment, seconded Cllr Piper, unanimously approved
7. **To consider and agree on the Sports Rents for 2026/27 for WLTC and Palgrave Wanderers -** A pitch agreement for Palgrave Wanderers had been drawn up prior to the meeting. It was proposed by Cllr Castle that Palgrave Wanderers pay £400 per season, invoiced in September and January, seconded Cllr Piper and approved unanimously. Clerk to raise invoice for September. Pitch Agreement signed by Palgrave Wanderers and Clerk.
   After various discussions relating to the use of the pavilion by WLTC and the current costs involved, it was proposed that the annual rent for the WLTC be increased from £900 to £1,000. Clerk to contact WLTC with an official request for an increase. Deferred to the next Playing Field meeting.
8. **To consider and agree a request for the use of the Football Pitch by Diss Under 11's -** A request has been received requesting the possible use of the playing field by Diss Under 11's Football Club. Unfortunately the representative was unable to attend the meeting so this item will be carried over to the next Playing Field Committee meeting.
9. **To approve the Fire, Health & Safety Risk Assessment for the Pavilion -** The Fire, Health & Safety Risk Assessment was circulated to Councillors prior to the meeting. Cllr Kewley proposed accepting the assessment, seconded Cllr Wright and approved unanimously.

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10. **To consider and agree repairs to the 2 Bay Swings -** The Clerk contacted NGF Play to request a quote for the repairs needed for the 2 bay swings. Cllr Castle proposed that the quote of £375 plus vat, seconded Cllr Piper, unanimously approved.
11. **To consider and agree to the quote for bonded mulch -** HAGS have mislaid the request from the fitters when repairing the zipline. Clerk to liaise with Cllr Castle to measure the area and then forward the details together with the latest playground inspection to HAGS.
12. **To consider, discuss and agree to regular playground equipment checks -** The Clerk has drawn up a checklist to enable regular playground checks. The form was circulated to Councillors. Proposed Cllr Kewley, seconded Cllr Piper that the checks are carried out and approved unanimously.
13. **To receive items from Councillors -** The representative from Palgrave Wanderers was thanked by Councillors for the work carried out to the village hall track. Cllr Wright asked if more planings were needed to keep the track in good repair and the PW rep offered to bring a scraper to help level out and if needed advise the clerk if more planings are required.
14. **To discuss correspondence received -** Covered elsewhere on the agenda
15. **To receive items for the next agenda -** WLTC Rent, Under 11's Football & Bonded mulch.
16. **Date and time of next meeting -** Tuesday 20th October 6.45pm in Wortham Pavilion
17. **Meeting close -** 7.16pm

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