

Wortham & Burgate Parish Council

To all members of the Council

You are duly summoned to attend the next meeting of Wortham & Burgate Parish Council to be held on **Tuesday 21st April 2026 at 7.30pm in Wortham Pavilion.**

The Public and Press are welcome to attend.

AGENDA

1. Chair's welcome and apologies for absence

1.1 Councillors to note any apologies for absence.

1.2 Councillors to consider and vote on acceptance of apologies for absence.

2. To receive declarations of Interest from members on agenda items

3. To consider requests for dispensations from members on agenda items

4. To approve the draft minutes of previous Parish Council meetings

2.1 Parish Council Meeting held on 17th March 2026

5. To co-opt a new member to a vacancy on the Parish Council

6. Public participation session to include District and County Councillors Reports

6.1 To receive residents' questions or comments

6.2 To receive reports from the District and County Councillors

7. To receive the Chair's Report

8. To receive the Clerk's Report and o/s actions from the last meeting (for information only)

9. To consider, agree and/or note new planning applications

9.1 To receive an update DC/26/00187 - Householder Application - Alterations to existing garage to form new annex and erection of new cart lodge. Oak Wood House, Long Green, Wortham IP22 1RD

9.2 To receive an update DC/25/03257 - Planning Application - Construction of ground mounted solar panel arrays and associated infrastructure which will have the ability to export 49.9MW (AC) electricity. Construction of new vehicular access (EIA Development) Land at Stone Cottages, Bury Road, Botesdale IP22 1QH

9.3 To receive an update - Oak Trees, Burgate

10. To consider a request for a donation to the Pylons Group

11. Wortham Pavilion Improvement update

12. Wortham Primary School Working Group update

13. Village Maintenance Committee update

14. Parish Council Annual Insurance for 2026/27

15. Annual Accounts for 2024/2025 (Previously unsubmitted)

10.1 To receive the Internal Audit Report for the 2024/2025 Accounts from Trevor Brown

10.2 To approve AGAR Section 1 and Section 2 for 2024/2025

10.3 To approve the Accounts 2024-2025

16. Neighbourhood CIL Expenditure Reports for 2021/22, 2022/23, 2023/24, 2024/25 (Previously unsubmitted) & 2025/26**17. To approve the Internal Control Statement & Risk Assessment and Management Policy for 2026/2027****18. Accounts**

18.1 Account balances as of 14/04/2026

18.1.1	Current Account	£47743.06
18.1.2	Reserves Account	£75944.70
18.1.3	Commons Account	£10318.53

18.2 Account Payments

18.2.1	SCC	Contribution to 30mph Mellis Road (Approved 20/5/2025 minute ref 24.2.8 but unpaid)	9557927	£5933.47
18.2.2	Allum Electricals	Electric testing, LED Lights etc at Pavilion	2817	£3543.96
18.2.3	East Anglian Air Ambulance	Donation for Table Tennis Table	Minuted 17/3/26 item 12	£20.00
18.2.4	CK Architectural	Step 3 Developed Design	1191397-0553	£1680.00
18.2.5	The Sign Maker	Sign to commemorate Twinning	2603.SV.092	£99.26
18.2.6	Top Garden Services	Grass Cutting (October 2025)	3569	£324.00
18.2.7	Top Garden Services	Grass Cutting (Nov 2025)	3570	£108.00
18.2.8	A Waterfields	Work on track at Post Office	AW-9754	£4800.00
18.2.9	MSDC	Play Inspection (January 2025)	20571	£75.40
18.2.10	Safe & Sound	Mole Control (March 2026)	11745	£60.00
18.2.11	Suffolk Cloud (Now Pear Space)	Website Hosting & Support	INV-PS0006	£120.00
18.2.12	Admin Payments	(Not itemised due to GDPR)	April 2026	TBA
18.2.13	Clear Councils	Insurance 2026	LCO03127	£1351.03
18.2.14	SALC	Membership Subscription 2026/27	31365	£431.59
18.2.15	The Sign Maker	Signs for the Common	2603.DS.011	£1594.96

18.3 Direct Debit Payments

18.3.1	EON	Electricity Pavilion	£500.91
18.3.2	O2	Mobile Phone	£36.48
18.3.3	O2	Mobile Phone (update contract)	£24.00

18.4 Receipts

18.4.1	Wortham Village Hall	Overpaid Window Cleaning	£20.00
18.4.2	MSDC	Precept	£11105.01
18.4.3	MSDC	CIL Payment	£75.00
18.4.4	HMRC	VAT Refund (1st April 2022-31st March 2026)	£8873.15
18.4.5	WLTC Electricity	Invoice 227	£1545.95
18.4.6	WLTC Electricity	Invoice 229	£2351.72
18.4.7	WLTC Rent 2025/26	Invoice 230	£900.00

Additional payments/receipts received prior to the meeting.

19. County Broadband Wayleaves Agreements

20. To receive items from Committees/Working Groups/ Councillors (for information only)

- 20.1 Playing Field Committee
- 20.2 Commons Committee
- 20.3 Finance Representative
- 20.4 Employment Committee
- 20.5 Planning Committee
- 20.6 Redevelopment of the Pavilion Working Group
- 20.7 Village Maintenance Committee
- 20.8 VHMC
- 20.9 Rights of Way
- 20.10 Councillors

21. Correspondence Received

22. To receive items for the next Agenda

23. Date and time of the next Meeting Annual Parish Council Meeting 19th May 2026 to be held in Wortham Pavilion

JWright

Jane Wright

Parish Clerk/RFO

78 Pilgrims Way, Harleston, Norfolk IP20 9QG