

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
held on Tuesday 14th October 2025 in Wortham Pavilion at 7.15pm

Councillors present: Susan Wright, Jacky Bradley, Michelle Canty and Alain Judd

In attendance: Jane Challis – Clerk, DC Cllr Warboys, CC Cllr Jessica Fleming, 4 members of the public

Apologies: Nick Castle, Esta Piper, Jenny Piper, Stephen Beckett-Doyle

1. Chair's Welcome and to consider and approve apologies for absence

Cllr Wright welcomed everyone to the meeting, and apologies received from Cllr Castle, Cllr E. Piper, Cllr J. Piper, and Cllr Beckett-Doyle were approved unanimously.

2. To approve the draft minutes of the previous Parish Council meetings -

2.1 Annual Parish Council Meeting held on 16th September 2025 – approval proposed by Cllr Judd, seconded by Cllr Wright and approved unanimously.

2.2 Playing Field Committee Meeting held on 16th September 2025 - deferred due to meeting attendees not being present.

3. To record declarations of Interest from members in any item to be discussed – None.

4. To consider dispensations from members in any item to be discussed – None.

5. To adjourn the meeting for public participation - 7:17pm

5.1 To receive residents' questions or comments – Four members of the public were present to raise their concerns regarding the 30mph speed extension on Mellis Road. As residents of Mellis Road they reported that they do not feel the extension has not been successful because motorists are not adhering to the new 30mph speed extension, and questioned whether there being only one 30mph sign makes the speed limit unenforceable. Suffolk Highways have advised one of the members of the public that they were unable to install the 30mph speed signs on both sides of the road due to an overgrown hedge. Cllr Fleming said she will take this point up with Highways.

7:26pm Cllr Warboys arrived.

The members of the public suggested further measures could be implemented, such as roundels and additional repeater signs, and also reported a significant number of HGVs using Mellis Road as a cut through.

Cllr Warboys said he will speak to MSDC Planning Enforcement regarding the HGVs, if the company owners can be identified. This is an historic issue which Mellis Parish Council have long been trying to address, so a joint approach may be beneficial.

Cllr Fleming suggested residents may wish to look at a Lorry Watch Scheme and will request 'unsuitable for HGVs' signage be installed by Highways.

The Clerk advised that the local Highways Officer is due to conduct a site visit, during which the residents' concerns will be raised.

Cllr Wright suggested looking at signs used in nearby parishes which advise that a speed limit change is being approached.

5.2 To receive reports from the District and County Councillors –

CC Cllr Fleming's report can be found at the end of the minutes: Appendix 1.

DC Cllr Warboys's report can be found at the end of the minutes: Appendix 2.

Cllr Fleming asked for feedback on usage of the Diss to Bury bus service as there have been concerns raised regarding lack of capacity. Councillors present reported that so far as they are aware, there are no issues with capacity in Wortham.

Cllr Wright commented that should the District Council's proposal for three unitary councils be successful, the parish will sit within the Lowestoft Unitary Council area, and with large scale projects such as Sizewell C being sited within this area, it may impact the resources available for smaller rural communities.

Cllr Wright thanked Cllr Fleming and Cllr Warboys for their reports and input into the public participation session.

7:50pm Cllr Fleming and the four members of the public left the meeting.

6. To reconvene the meeting – 7:48pm

7. To receive the Chair's report – nothing to report.

8. To receive the Clerk's report & o/s actions from the last meeting (For information only) :
Appendix 3.

9. To confirm Parish Council Committee members
Deferred to next meeting.

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

10.1 To receive an update – DC/25/03103 – Application under S73a for Removal or Variation of a Condition following grant of Planning Permission DC/18/01083 dated 07/07/18 Town and Country Planning Act 1990 (as amended) Conversion of outbuilding and erection extension to create annexed accommodation – to vary Condition 4 (Occupation Restriction) to allow for the use of the residential annexe as a holiday let when not required as an annexe. New Waters Farm, Bury Road, Wortham, IP22 1QH – No update.

10.2 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 49.9MC(AC) electricity. Construction of new vehicular access (EIA Development). Land at Stone Cottages, Bury Road, Botesdale, IP22 1QH – No update.

10.3 To receive an update on Oak Trees Burgate – No update.

11. National Grid Norwich to Tilbury DCO (Development Consent Order) Examination

National Grid's DCO application for their Norwich to Tilbury proposal has now been accepted for examination by the Planning Inspectorate. Anyone wishing to make a representation to the Planning Inspectorate must register to do so and submit their comments by 23:59pm on the 27th November 2025.

The Clerk will prepare a submission on behalf of the council, for approval at the next meeting.

<https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/infrastructure-projects/norwich-to-tilbury>

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN020027>

ACTION – Clerk as above.

12. Speeding issues update

Discussed as above.

13. Quotations for cutting of the common and capital works.

Deferred.

14. Wortham Primary School Working Group update

Deferred.

15. Pavilion improvement, including consideration of relocation of kitchen area, and creation of secure office space, and quotations received.

Cllr Wright said that as part of the redevelopment of the pavilion, quotations had been sought to turn the current kitchen area into an office space, and create an open kitchen area along the back wall of the current meeting room. In addition to creating a dedicated secure office space and document

storage area, this will reduce conflict of use. A quotation has been received to convert the current kitchen area and provide and fit new kitchen units in the meeting room. A further quotation has been requested from an electrician to carry out all the electrical work required.

After discussing, Cllr Canty proposed approval of the quotation to convert and relocate the kitchen. Seconded by Cllr Canty and approved unanimously.

Cllr Wright reported that quotations are also being sought for the plumbing works as part of the application to MSDC for funding from Sports Infrastructure Fund.

ACTION – Clerk/Cllr Wright as above.

16. Suffolk County Council Community Self Help Scheme

Deferred.

17. Village Maintenance Committee update and approval of expenditure

Deferred.

18. Electricity supplier renewal

The Clerk presented quotations for the electricity renewal, in addition to the renewal price received from the current supplier. After discussing, Cllr Wright proposed proceeding with the quotation received from Octopus Energy. Seconded by Cllr Canty and approved unanimously.

ACTION – Clerk as above.

19. Accounts:

19.1 Account Balances as of 9th October 2025

19.1.1	Current Account	£64,921.12
19.1.2	Reserves Account	£75,418.18
19.1.3	Commons Account	£10,246.99

19.2 Account Payments

19.2.1	Safe & Sound inv. 11318	Mole control September	£60.00
19.2.2	Firesite inv. 28338	Annual fire alarm servicing	£160.80
19.2.3	Safe & Sound inv. 11231	Mole control August	£60.00
19.2.4	October admin	J. Challis and N. Hinton salaries	£796.40
19.2.5	Peter Baxter inv. 300925	Grass cutting	£110.00

19.3 Direct Debit Payments

19.3.1	HSBC	Bank charges Sept	8.00
--------	------	-------------------	------

Additional payments/receipts received prior to the meeting:

19.2.6	J. Challis expenses	Royal British Legion remembrance wreaths	£50.00
19.2.7	J. Challis expenses	Mileage	£65.63

Approval of all payments en bloc was proposed by Cllr Judd; seconded by Cllr Bradley, and approved unanimously.

20. To receive and discuss items from Committees / Working Groups

24.1 Playing Field Committee – deferred.

24.2 Commons Committee - deferred.

24.3 Finance Representative – deferred.

24.4 Employment Committee – deferred.

24.5 Planning Committee – deferred.

24.6 Redevelopment of the Pavilion Working – discussed above.

24.7 Village Maintenance Committee – deferred.

24.8 VHMC – deferred.

24.9 Rights of Way – deferred.

24.10 Councillors – deferred.

21. Correspondence Received – deferred.

22. To receive items for the next agenda – deferred.

23. The next meeting will be held on 25th November 2025, at 7:15pm in Wortham Pavilion.

8:00pm Cllr Judd left the meeting.

8:01pm Cllr Wright declared the meeting closed due to it no longer being quorate.

