

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
Held on Tuesday 23rd June 2026 in Burgate Church Hall at 7.15pm

Councillors present: Stephen Beckett-Doyle, Jacky Bradley, Nick Castle, Neil Kewley, Jenny Piper, Chris Williams & Susan Wright

In attendance: Clerk - Jane Wright

Apologies: Councillor Judd & Councillor Neve

1. Chair's welcome and to consider and approve apologies for absence - Cllr Wright welcomed everyone to the meeting. Apologies received from Cllr Judd & Cllr Neve were approved unanimously.

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

2.1 Annual Parish Council Meeting held on 19th May 2026 - Approval proposed Cllr Williams, seconded Cllr Piper, approved unanimously as a true record.

3. To receive Declarations of Interest from members on agenda items - None

4. To consider requests for dispensations from members on agenda items - None

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

5.1 To receive residents' questions or comments - None

5.2 To receive reports from the District and County Councillors -

The reports from Cllr Bains and Cllr Warboys were circulated to councillors prior to the meeting who had advised that they may arrive late due to attendance at a previous meeting. See Appendix 1 & 2 for reports.

6. To receive the Chair's Report - All items to be covered on the agenda

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

The Clerk had met with PC Sophie Buckle to discuss the ponies that are illegally grazing on the commons. Following Sophie's advice, an email was sent to Cllr Warboys who had been instrumental in having the ponies moved on from Mellis. As yet, no reply has been received so this will be chased up.

Three quotes have now been received for the willow tree at the entrance to the village hall as this is very overgrown. These have now been forwarded to the common committee.

A resident had emailed regarding overgrown footpaths in Wortham and these have now been reported.

The signs for the Common and Twinning have now arrived.

Emails from both the proposed Norwich to Tilbury and EcoPower Suffolk Solar have been received and circulated to Councillors.

The application to put forward Wortham Ling as an Asset of Community Value has now been completed with the help of David Appleton (Tree Warden) and Friends of Worham Ling. A decision should be made by 11th August 2026.

8. To consider, agree and/or note new planning application:

8.1 - To consider Application for Listed Building Consent - DC/26/01392

Proposal: Retrospective application for a full roof replacement

Location: 2 Hilltop Cottage, Long Green, Wortham, Diss Suffolk IP22 1PW

2026/PC/24.....APPROVED.....

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The planning application was circulated to councillors prior to the meeting. After discussing the application it was proposed by Cllr Wright that the Parish Council has no objection to this application, seconded Cllr Piper. Approved unanimously.

8.2 - To consider Application for Planning Permission - DC/26/01610

Proposal: Householder Application - Erection of a two-storey rear extension, replacement porch and internal alterations Location: Marsh Cottage, The Marsh, Wortham, Diss Suffolk IP22 1PN

The planning application was circulated to councillors prior to the meeting. After discussing the application it was proposed by Cllr Castle that the Parish Council has no objection to this application, seconded Cllr Wright. Approved unanimously.

8.3 - To receive an update for Planning Permission - DC/26/01585

Proposal: Householder Application - Demolition of existing garage and erection of single storey side & rear extensions. Amendments to existing fenestration.

Location: Sunnyview, Long Green, Wortham, Diss Suffolk IP22 1RD **REFUSED**

8.4 - To receive an update for Planning Permission - DC/26/01844

Proposal: Full Planning Application (Retrospective) - Subdivision of four blocks of buildings to provide 7no. individual premises with the following changes of use: Unit 1B - Woodworking (B2), Unit 3A - Office (E(g)(i)), Unit 3B - Storage (B8), Unit 4 - Office (E(g)(i)) and associated alterations, Unit 5 - Metal Fabrications (B2), Unit 6 - Storage (B8) and Unit 7 - Storage (B8) with Office (E(g)(i)) Location: The Rookery, Bury Road, Wortham, Diss, Suffolk IP22 1RB **AWAITING DECISION**

8.5 - To receive an update - Oak Trees, Burgate NO UPDATE

9. Wortham Pavilion Improvement update - Cllr Wright, Cllr Castle and a representative from Wortham Village Hall met with the architect on a teams meeting with suggested amendments to the proposed plan for redevelopment.

The revised plans have now arrived, circulated to councillors prior to the meeting and were well received. This project will now need to demonstrate community engagement in order for a smooth process to a pre-planning application being submitted.

Cllr Wright and Cllr Castle will liaise and draw up a short questionnaire with a view to having the plans on display at an Open Day. This will be inclusive of the existing village hall, WLTC, Wortham Bowls Club and Palgrave Wanderers FC. The proposed Open Day will be on 1st August between 1 - 3.45pm and held in Wortham Pavilion..

A Grant Enquiry has been made to MSDC and this will be explored further in due course.

Cllr Wright proposed that the fee to CK Architectural to manage the pre-application meeting and any pre-application amendment be approved for payment (£450 exc VAT), seconded Cllr Castle and approved unanimously.

Clerk to organise enlarged copies of the plans and look into any grants/funding available for the possible installation of solar panels on the existing pavilion.

10. Wortham Primary School Working Group update - Enquiries have been made to Highways to determine if it would be possible to lower the kerbs along the road leading to the primary school and then be able to utilise the verge for parking. As yet no response has been received.

2026/PC/25.....APPROVED.....

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The issue that the Parish Council have at the moment is to consider the cost of any improvement to the track at the primary school whilst waiting to see how funding applications progress if the redevelopment of the Pavilion goes ahead.

When applying for grants for any redevelopment, these may come with a caveat to provide an amount of funding from the Parish Council reserves.

Cllr Wright proposed that until a decision is made regarding any redevelopment to the Pavilion, the required improvements to the track be put on hold, seconded Cllr Williams and approved unanimously.

11. To approve and adopt revised -

11.1 Standing Orders

11.2 Financial Regulations

11.3 Complaints Procedure

11.4 Privacy Notice

On the advice of SALC the updated version of Standing Orders and Financial Regulations were drawn up and circulated to all Councillors prior to the meeting, together with the updated Complaints Procedure and Privacy Notice.

Cllr Williams proposed that the Standing Orders, Financial Regulations, Complaints Procedure and Privacy Notice be approved and adopted en bloc, seconded by Cllr Piper. Approved unanimously.

Clerk to publish updated versions on the Parish Council Website

12. Accounts

12.1 Account balances as of 15th June 2026

12.1.1	Current Account	£35212.29
12.1.2	Reserves Account	£76107.25
12.1.3	Commons Account	£10340.62

12.2 Account Payments

12.2.1	Safe & Sound	Mole Control	11880	£60.00
12.2.2	PKF Littlejohn	External Audit 2023/2024	SB20243560	£252.00
12.2.3	Trevor Brown	Internal Audit	2025/2026	£379.70
12.2.4	J E Wright	Expenses - stationery and shredder	June	£44.89
12.2.5	J E Wright	Mileage Expenses	May/June	£43.55
12.2.6	Admin Payments	Not itemised due to GDPR	June Salaries	£1460.02
12.2.7	HMRC	Salaries	June	£114.87
12.2.8	Force Fresh	Soap dispensers and soap	162092	£58.98
12.2.9	Pear Space/Suffolk Cloud	Accessibility Audit	INV-PS0111	£150.00
12.2.10	Top Garden Services	Grass Cutting Playing Field	3791	£108.00

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12.2.11	Top Garden Services	Grass Cutting Playing Field	3792	£324.00
12.2.12	Top Garden Services	Grass Cutting Playing Field	3793	£216.00
12.2.13	HMRC	May Salary (no login previously)	May	£194.69
12.2.14	HMRC	April Salary (no login previously)	June	£306.64

12.3 Direct Debit Payments

12.3.1	EON	Electricity Pavilion	£895.58*
12.3.2	O2	Mobile Phone	£30.00

*This amount covers the period 1st April 2026 up to and including 31st May 2026 (no payment made since invoice dated 31st March 2026)

12.4 Receipts

12.4.1	Interest	Commons Account	£11.23
12.4.2	Interest	Reserves Account	£82.65
12.4.3	WLTC	Utilities reimbursed	£992.95
12.4.4	Wortham Bowls Club	Rent 2022/23, 2023/24, 2024/25 & 2025/26	£240.00

Income & Expenditure Reconciliation was presented and signed by the Chair.

Overtime payments to the Clerk had been authorised by the Chair prior to the meeting.

It was proposed by Cllr Castle that all payments be approved en bloc, seconded by Cllr Williams and approved unanimously.

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

13.1 Playing Field Committee - None (meeting preceded this Parish Council meeting)

13.2 Commons Committee - Cllr Williams advised councillors that a plan for clearance work has been drawn up. Clerk is currently awaiting quotes for this work to be carried out. 3 quotes have now been received for the willow tree at the entrance of the village hall track. After discussing the quotes it was proposed by Cllr Williams, to accept the quote from Garwoods, seconded Cllr Kewley and approved unanimously.

Cllr Piper asked if a quote had been received from Mr M Neve to clear the footpath near the Primary School, Clerk to chase the quote as the footpath is becoming very overgrown.

Clerk to contact Garwoods and Mr M Neve

2026/PC/27.....APPROVED.....

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13.3 Finance Representative - Cllr Castle advised councillors that an outstanding submission to the Pensions Regulator from 2023 has now been completed. This will be due for submission again later this year as the submission only lasts for 3 years. A pension provider will need to be looked into for the coming submission. Cllr Castle to liaise with the Clerk.

Cheque signatories need to be amended as these have not been updated since the resignation of Cllr Ling.

13.4 Employment Committee - Staff reviews due in July

13.5 Planning Committee - As per item 8

13.6 Redevelopment of the Pavilion Working Group - As per item 9

13.7 VHMC - Nothing to report

13.8 Rights of Way - Cllr Beckett-Doyle advised councillors that he had met up with Chris Grocott (former footpath representative for Wortham). Some of the footpaths are very overgrown and these have been reported.

13.9 Councillors - None

8.34pm Cllr Paul Bains arrived.

14. Correspondence Received - A letter had been received from a resident from Mill Close asking if the verges along from the metal gate leading to the Mill Road sign could be cut. Councillors advised that this is private property and that this is not something that the Parish Council would be able to assist with.

Clerk to contact resident.

8.41pm Cllr Rowland Warboys arrived

Meeting adjourned for District and County Councillor update -

Councillor Bains apologised for his late arrival and was advised that his report had been circulated to councillors prior to the meeting. He informed councillors that it is a busy time at the moment with a lot going on nationally as well as locally. Part of Cllr Bains report highlighted that the county council is updating the criteria for implementing 20mph speed limits.

Cllr Wright raised the issue of constant speeding traffic through the village on the A143. Cllr Bains suggested that under the current policy guidelines the reduction is unlikely to be supported. There has also been a report from the police indicating that 465 speeding fines have been issued under the existing 30mph limit. With this in mind, a reduction to 20mph would not be supported by the police and 20mph zones are not currently enforceable.

Councilor Warboys also apologised for his late arrival. Cllr Wright gave a brief overview of the parish council plans to redevelop the pavilion and these were warmly received by both District and County Councillors.

15. To receive items for the next Agenda - Recruitment of Maintenance Employee, Bank Signatories

8.54pm Councillor Piper left the meeting

16. Date and time of the next Meeting Tuesday 28th July at 7.15pm to be held in Burgate Church Hall

8.56pm - Meeting Close

2026/PC/28.....APPROVED.....

Chair, Wortham & Burgate Parish Council

County Councillor Report

Report for Parish Councils, June 2026

Councillor Paul Bains, Hartismere Division. Tel.07889066305 Paul.Bains@suffolk.gov.uk

1. Council challenges legality of Government's Suffolk reorganisation

The County Council has formally challenged the proposals and has issued a pre-action letter to the Secretary of State. The Council's position is that the decision may be unlawful, with concerns that Ministers have exceeded their legal powers, not followed the required statutory process, and departed from their own published criteria. The Government has been asked to respond by 12 June 2026. If these concerns are not addressed, the Council is considering further legal action through judicial review. The purpose of this challenge is to seek clarity and ensure that any changes to local government structures are lawful, transparent, and in the best interests of Suffolk residents and communities. Further updates to follow as the situation develops.

2. Council moves to review 'climate emergency'

Suffolk County Council's new administration is proposing to review its 2019 climate emergency declaration, with a decision expected in July. The aim is to ensure that all environmental work delivers clear benefits, practical outcomes, and good value for residents, with funding directed to where it can have the greatest impact. Early changes have already identified potential savings of up to £175,000 a year by moving to a more cost-effective electricity tariff. The Council remains committed to protecting and enhancing Suffolk's environment, but with a stronger focus on delivering measurable, real-world outcomes. Locally, this includes monitoring major proposals such as the EcoPower solar project to ensure impacts on agricultural land and wildlife are carefully considered, alongside tracking the Suffolk Water Recycling and Storage project to help secure long-term water supply. Parish councils can also benefit from direct local funding to support smaller-scale environmental improvements, including tree planting, biodiversity initiatives and enhancements to village green spaces, helping communities take practical steps to improve their local environment.

3. Healthy Start Scheme – June 2026

Suffolk County Council is encouraging greater uptake of the Healthy Start Scheme, with eligibility still unclaimed by over 1,000 families despite improved participation of 77% (up from 50% in 2022); this equates to around £1 million in unclaimed support over four years. Payments increased in April 2026 to £9.30/week for children under one and £4.65/week for pregnant women and children aged 1–4, with families able to receive approximately £1,000 per child over the first four years, alongside free vitamins and support for essential food costs. The Council is working with partners to raise awareness and improve uptake.

4. Suffolk businesses to benefit from expanded apprenticeship support scheme

Suffolk County Council is expanding its Apprenticeship Levy Support Scheme to help local businesses and residents. The scheme allows larger organisations to transfer unused training funds to smaller businesses, reducing or removing the cost of taking on apprentices. This approach has already been successful in Norfolk and is now being rolled out more widely in Suffolk. It is particularly beneficial for small and rural businesses that want to invest in skills but face financial barriers. For residents, this means more opportunities to gain qualifications and access good local jobs, while also helping strengthen the local economy. If any local businesses are interested, they can contact the council's apprenticeship team for further advice and support.

6. Local Infrastructure & Energy Projects (NSIPs)

The Hartismere division continues to experience significant pressure from Nationally Significant Infrastructure Projects (NSIPs) and localized energy storage applications.

Ipswich Northern Bypass: Following a motion during the Suffolk County Council meeting on May 21, 2026, the council passed an amendment to explore all potential solutions to the congestion caused by Orwell Bridge closures. This includes reconsidering a second bridge, a tunnel underneath the River Orwell, or rail improvements. The council agreed that an officer report evaluating these various infrastructure solutions must be presented to the new cabinet no later than September 2026.

National Grid Pylon Scheme (East Anglia GREEN): Following extensive local feedback and representations from parish councils, National Grid has been assessing minor routing modifications to the proposed 400 kV overhead pylon line.

- Targeted Impacts: Specific focus remains on the sections passing between Palgrave and Mellis.
- Council Position: SCC continues to mandate that project promoters adhere strictly to the newly established Community Engagement and Wellbeing Supplementary Guidance to minimize landscape disruption and support affected communities.

EcoPower Suffolk Solar Project: I am fully behind Parish Council's robust feedback regarding the Environmental Statement scoping consultation. I share your serious concerns regarding the loss of Grade 3 agricultural land, the disruption to vital wildlife corridors (such as the red deer and brown hare transit routes), and the threat of heavy construction traffic damaging rural farm tracks and drainage ditches. Residents should also be aware that they are not legally obligated to sign any licence agreements proposed by EcoPower.

Suffolk Water Recycling, Transfer and Storage (SWRTS): We are tracking the proposed reservoir sites, intended to relieve long-term water supply issues across Hartismere. I am pushing to ensure that any future construction phase includes strictly defined HGV traffic routing to prevent community disruption and safeguard local cycling routes.

7. Highways and Community Safety

Flexible Criteria for 20mph Speed Limits: The County Council is updating its criteria for implementing 20mph speed limits. Rather than enforcing a blanket approach, this change gives parish councils and local communities a much stronger mechanism to introduce lower limits in specific residential areas and high-pedestrian zones where they are actively wanted and needed.

Routine Maintenance: I am monitoring ongoing local matters, ensuring highways reporting tools are used effectively. Highways currently report of a staffing issue which is currently causing delays, and I am meeting with Highways on the 16th to discuss this issue as part of the wider meeting.

Highways Community Self Help Scheme: Parishes can use this scheme to tackle small highways issues—such as cutting back vegetation or cleaning signs—more quickly, with guidance from Suffolk Highways. It offers a simple way to take local action, although it's limited to low-risk work and not major repairs. More details can be found on this link:

<https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/community-self-help-scheme>

8. Locality Budgets

Each Suffolk County Councillor is given £6,000 per annum to spend on local initiatives and projects for their division. I am now accepting applications for ideas that meet the funding criteria.

Division Contact and Support

If you have specific issues regarding local county services, school transport allocations, or unresolved highways defects, please contact me with your relevant case reference numbers.

Please get in touch with me if you have questions or comments: Paul.Bains@suffolk.gov.uk Tel: 07889066305

Gislingham Ward

Mellis, Gislingham, Thornham Parva, Thornham Magna, Wortham & Burgate, Wickham Skeith.

District Councillor Report

Better recycling	The new recycling regime comes into force in June 2026 for the whole of Suffolk. The changes are described here: https://www.midsuffolk.gov.uk/future-changes-to-bin-collections and the schedule: https://www.midsuffolk.gov.uk/documents/d/asset-library-54706/mid-suffolk-waste-collection-schedule-june-to-november-2026
Construction of £18m Stowmarket Innovation Gateway complete	Construction of a 'transformational' £18 million, state-of-the-art skills and innovation centre in Stowmarket has been completed - and is ready to open this summer. The Innovation Gateway, at Gateway 14, will offer a range of office spaces for high growth start-ups, collaboration and innovation areas, meeting rooms and high-quality training spaces. The project, led by Mid Suffolk District Council, was made possible thanks to a Freeport East agreement to provide £16.66m for its construction, with the remaining costs provided by the council. The centre is also being developed in partnership with West Suffolk College and the Universities of Suffolk and Essex
Stowmarket to host Suffolk's Armed Forces Day celebrations	Stowmarket will play host to Suffolk's 2026 Armed Forces Day celebrations, with military fanfare and a full day of family fun to recognise and celebrate the contribution of the armed forces community. The free event, organised by Mid Suffolk District Council in partnership with Stowmarket Town Council, will take place at the Recreation Ground on Saturday 27th June and bring together service personnel, veteran, families and the wider community for a day of both fun and reflection.
CIL allocation for local communities	Developers building homes within the districts are charged a Community Infrastructure Levy (CIL), which the councils then reinvest in neighbourhoods via their town and parish councils. In this latest round of funding, 29 town and parish councils in Mid Suffolk will receive a share of £553K The town and parish councils can decide how to spend this money to best support the development of their local area and meet the needs of the community.
Mid Suffolk Youth Council	Launched last year by Mid Suffolk District Council, the Youth Council is designed to give young people a chance to have their voice heard

	and get involved in local politics. The initiative was driven by research showing the disconnect between young people and politics, with almost three quarters of those asked believing that politics should be taught more in schools and colleges. Debenham High School was the first to elect members to the Youth Council with Stowupland High School following closely behind with three of their students also having been elected. Claydon high school, Finborough School and Hartismere School and Thurston Community College are all in varying stages of appointing students. Each school can elect three students aged between 11 and 19 to serve a two-year term.
Businesses set for energy savings under new scheme	A pair of businesses in Eye are the first to see energy savings thanks to a new council partnership. Sister firms Wrightfield and Wrightform, based at Mid Suffolk Business park in Eye, had 250 solar panels installed last month as part of the Solar for Business scheme. The cost of the panels is covered by the Council and the business receives electricity at a lower rate. The panels are on track to save £10,000 in electricity bills during the first year as well as saving 25 tonnes of CO2
Riverside land purchased to save it from development	A riverside site will be protected from development and enhanced as a wildlife haven after Mid Suffolk District Council purchased the land and teamed up with the River Waveney Trust. The land is by the river Waveney in Palgrave, and is mostly covered in trees and scrub, alongside some more open areas. It was put up for sale and marketed for its development potential - but Mid Suffolk stepped in to buy it, protecting it for the local community. Mid Suffolk has now agreed a plan with the River Waveney Trust (RWT), which will take over the management and restoration of the site. It will form part of the RWT's 'River Access for All' project, reconnecting the Waveney Valley communities to their rich waterside heritage.
Mid Suffolk Council Funding for Citizens Advice	Citizens Advice services in Babergh and Mid Suffolk have received significant financial backing as part of the latest round of community funding from the district councils. Through the council's Community Development Fund, Sudbury & South Suffolk Citizens Advice has been awarded £103,000, while Mid Suffolk Citizens Advice has received £129,265. These local Citizens Advice branches are recognised as key strategic partners of the councils and, by receiving these crucial funds, they can continue to provide residents with free and essential guidance on everything from housing and debt to benefits and wellbeing support.
Food Museum award	The Food Museum's exhibition featuring "all the things that you love, and love to hate" when it comes to school dinners has won a national award. The museum was named Best Temporary or Touring Exhibition of the Year at the Museum and Heritage Awards in London on Thursday during a celebration of museums, galleries and cultural and heritage visitor attractions.

EcoPower Suffolk	Any concerns can be raised at the upcoming statutory consultations which will go to the joint cabinet briefing for member review and amendments in June or July. The Statutory Consultation is anticipated to run from 8 June 2026 to 19 July 2026 although they note dates may still change.
Norwich to Tilbury (Pylons)	MSDC are engaging with National Grid on their proposals for enabling works for the Norwich to Tilbury project, to be carried out before the proposal is consented. Grids are intending to submit town and Country Planning Act 1990 applications for planning permission (determined by BDC and MSDC respectively) for temporary construction compounds and haul roads, which will be reversed should consent not be obtained. Affected residents and landowners will be receiving letters early next week The expected timetable is: -Emails to Parish Councils Monday 15th June -Letters to residents and landowners to arrive Tuesday 16th June -Public comment period 26th June to 14th July -Applications for planning permission to be submitted July -Works to commence (if permission granted) Jan/Fen -Planning decision on Norwich to Tilbury expected Feb 2027 You can find more information on NSIPS in general and projects in Suffolk, including an interactive map on the Suffolk County Council website.

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