

# IXWORTH & IXWORTH THORPE PARISH COUNCIL

Chairman: Councillor Ben Lord  
Clerk: Claire Usher  
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## Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> February 2026

### At Ixworth Village Hall

**Councillors Present:** Ben Lord (Chairman), Terry Lilley, Stephen Mann, Tony Molloy, Kate Rees and John Rowe

**Others in attendance:** Claire Usher (Clerk) and County Councillor Joanna Spicer and 2 members of the public.

110226/01 **Apologies for absence:** Sam Linton. All Councillors accepted the apology for absence.

110226/02 **Declarations of Interest (DoI):** None.

**Dispensation:** Councillors noted no requests had been received and none were requested at the meeting.

110226/03 **Councillors Conflicts of Interest and the role of the Clerk:** Cllr Rowe requested that it be minuted the role of the Clerk:-

The Parish Clerk is the Proper Officer of the Council and often the responsible financial officer (RFO). While Councillors make the decisions, the Clerk ensures those decisions are lawful, recorded properly, and carried out correctly. This involves advising Councillors on legal powers and responsibilities, ensuring the Council follows correct procedures and governance rules and making sure decisions comply with local government law. Councillors are expected to conduct themselves in a civil and polite manner throughout all meetings.

Cllr Mann was satisfied that there was a conflict of interest and that he was acting in the best interests of both the Parish Council and the Jiggins Trust, in accordance with the relevant Charity Commission rules and his Code of Conduct. He was content with the decisions made by the Clerk.

110226/04 **Minutes of previous meeting:** All Councillors resolved to accept the minutes of the Parish Council meeting held on 14<sup>th</sup> January 2026 as a true reflection of the decisions but with one minor correction – 140126/12 – Ixworth Youth

Junction – Para 2, line 5 – remove the words “confirmed he”, and authorised Cllr Lord to sign the minutes.

**Public Forum:**

110226/05

**County Councillor Report:** County Cllr Joanna Spicer thanked the Clerk for making arrangements to meet with representatives from Sizewell C to discuss Pakenham Fen and asked if the planning application variation document be circulated to all of those attending the meeting so that everyone was up to date with current planning for the site. She suggested that an agenda be prepared to help assist the smooth running of the meeting and recommended that it would be appropriate to invite Public Rights of Way, Suffolk County Council for their expertise and authority on the rights of way and access proposals.

Cllr Spicer had concerns about the amount of litter along the A143 and the Clerk advised that this was being dealt with by West Suffolk Council and they would do a litter pick shortly, weather conditions permitting. The A143 was due to be resurfaced during the spring, and the police had carried out some speed enforcement along this road. There were still flooding problems at the top of Walsham Road and Highways would like to carry out some investigation works in Robins Copse and asked if Cllr Lord would meet with Highways for a site visit. Cllr Spicer was also still requesting a meeting with Highways to discuss the bridge over the A143.

Cllr Lord informed the meeting that a large sign had been erected close to the roundabout on the A143 Walsham Road promoting Persimmon Homes development in Ixworth “Priory Gardens”. He had reported this to Suffolk County Council Highways and had been informed that this matter may fall under the responsibility of other organisations or private landowners, not Suffolk Highways. His report had been passed to the Highway Enforcement Team who will carry out further investigations to establish if any enforcement action is required. Cllr Spicer thought that this may be a planning enforcement matter with West Suffolk Council, and it was agreed that the Clerk report it to them.

**District Councillor Report:** District Cllr John Griffiths had sent his apologies.

**Planning:**

110226/06

Councillors noted that no planning applications had been made to the local District Council relating to Ixworth since the last parish council meeting.

Councillors noted that a planning appeal for a development in principle for a detached self-build at Land at Royal Oak, Thetford Road had been dismissed.

DC/25/0666/HYB – Land North of Crown Lane – Cllr Lord reported that he had contacted West Suffolk Council Planning for an update regarding this site. He was informed that the Council was expecting a further amended proposal next week.

Cllr Lord reported that as part of the Persimmon planning application, the Parish Council continued to seek an extension of the existing cemetery in securing the land directly behind it which the Parish Council had formally registered an interest in with Bypass Farm Partnership in December 2021. If secured, this could form a new access point to the cemetery from Scott Road. Persimmon advised in the Autumn that it was uncertain who owned the strip of land that would connect the proposed extension to Scott Road since they discovered it falls outside of the boundary they have control of. Cllr Lord felt that this land would require a land registry search to establish who did own it. It was agreed that the Clerk contact Land Registry.

**Finance:**

110226/07 All Councillors confirmed receipt of the finance report for the period ending 30<sup>th</sup> January 2026.

110226/08 **Bank Reconciliation** – Councillors received a bank reconciliation report prepared by the Clerk, the Community Account as of 30<sup>th</sup> January 2026 £2299.53 the Business Account as of 30<sup>th</sup> January 2026 £88,548.18, total £90,847.71.

110226/09 **Receipts:** The Clerk confirmed that no receipts had been received.

110226/10 **Payments:** All Councillors resolved to approve the following gross payments by internet banking confirming a full schedule, supported by invoices and receipts, had been received prior to the meeting:

	Payee	Details	£
110226/11	Claire Usher	Clerks Wage	1078.18
110226/12	R Pye	Caretaker Cemetery	164.90
110226/13	HMRC	PAYE	45.67
110226/14	Jiggens Trust	Room Hire	22.00
110226/15	Claire Usher	Clerk Expenses	110.58
110226/16	Jose Mendez Acosta	Cemetery Maintenance	1158.74
110226/17	Claire Usher	Outstanding Mileage	178.56
110226/18	CloudyIT	IT	114.32
110226/19	Wave	Cemetery Water	36.13
110226/20	Wave	Cemetery Water	9.35

The Clerk reported that an invoice from Abbey Memorials had been received for £1257.60 including VAT for the supply of 20 black granite “reserved” stones for the cemetery. All Councillors approved this invoice.

**Governance:**

110226/21 **IT Policy:** Cllr Lord requested that cloud storage be included in the policy. It was also requested to remove the wording that implied personal devices could be seized in the event of any investigations which could cause further non-compliance with other regulations. Cllr Lilley requested that it be ensured the eye test applied to employees only. It was agreed to adopt this policy with the amendments highlighted.

110226/22 **Co-Option Policy:** Cllr Lord asked if the policy could be adjusted to include that all applications are considered by all Parish Councillors through a separate meeting and to follow the arrangements already carried out and that CV’s should be requested as well if they are available. It was agreed to adopt this policy with the amendments highlighted.

110226/23 **Outstanding Actions and Clerks Report:** All Councillors had received a copy of the report prior to the meeting.

Item – Children’s Play Area – Cllr Rowe reported that he had been in informal discussions with Ben Birrell – Chair of Jiggins Trust, regarding the management agreement for the play area, the play area fencing and the youth club financial contribution. Once these discussions had been completed a formal meeting will be arranged. Cllr Rowe would like to produce a new Management Agreement to use as a template for further discussions with the Jiggins Trust. All Councillors agreed that Cllr Rowe produce a draft agreement to aid the discussions.

Item – Play Inspection Report – The wooden train in the children’s play area needed some work and this had been highlighted in the play inspection report. The Clerk would contact R & S Playgrounds to established when the work could be carried out and if this was not for some time that an alternative contractor be approached.

Item – Tree Works Cemetery – The Clerk had received three quotations for the pollarding of 7 lime trees in the Cemetery. Jose Mendez quoted £3000, this included the hire of machinery. Gadd Brothers Tree and Landscapes a total of £1100.00 excluding VAT and Countryside Conservation & Tree Services a total of £1775.00 excluding VAT. It was agreed to accept the quotation from Gadd Brothers Tree and Landscapes for £1100.00 excluding VAT.

110226/24 **Health & Safety Update:** Cllr Lilley had carried out a risk assessment for the use of Display Screen Equipment for the Clerk.

- 110226/25     **Bin Emptying:** The Clerk reported that West Suffolk Council had reported that 3 bins needed replacement. These included the bin in the village hall car park, a bin on the playing field and the litter bin by the bridlepath at Commister Lane. The Clerk advised that each bin to purchase would be in the region of £500 each. Cllr Lord believed that West Suffolk Council did occasionally have second hand bins for purchase. Clerk to check before purchasing new bins. It was agreed to purchase 3 new bins.
- 110226/26     **Chairman’s Report:** There were no items to report.
- 110226/27     **Councillor’s Reports:** There were no items to report.
- 110226/28     **Correspondence:** The Clerk had received an email from a resident of Ixworth concerned about the traffic speeding in the High Street and if a 20mph limit could be considered. Cllr Lord reported that concerns have been raised to him from a resident in St Edmunds Close about the parking of vehicles at the top end of the High Street in connection with the business operating on the former Fordham Site who are not using the site to park, and in particular noted this was especially a problem larger vehicles offloading recovered vehicles in the highway. It was agreed that Councillors undertake a comprehensive audit of the High Street in terms of parking and speeding especially as the new developments would increase traffic on the High Street.
- 110226/29     **Any other Council business for information to be noted or for inclusion in a future agenda:** None
- 110226/30     All Councillors noted that the next meeting of the Parish Meeting will be at 7.30pm on Wednesday 11<sup>th</sup> March 2026 at the Village Hall.
- 110226/31     The Chairman closed the meeting at 8.50pm

Signed .....

Date .....