

IXWORTH & IXWORTH THORPE PARISH COUNCIL

Chairman: Councillor Ben Lord

Clerk: Claire Usher

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Minutes of the Annual Parish Council meeting held on Wednesday 20th May 2026

In The Main Hall, Ixworth Primary School

Councillors Present: Ben Lord (Chairman), Stephan Mann, Tony Molloy, Kate Rees and John Rowe

Others in attendance: Claire Usher (Clerk) Harry Richardson and John Griffiths and 2 members of the public.

200526/01 **Election of a Chairman of Ixworth & Ixworth Thorpe Parish Council:** Kate Rees proposed Ben Lord as Chairman and seconded by Tony Molloy with all Councillors in favour; as there were no other nominations Ben Lord was unanimously elected as Chairman to Ixworth & Ixworth Thorpe Parish Council.

200526/02 Ben Lord duly signed the Declaration of Acceptance of Office as Chairman.

200526/03 **Election of a Vice Chairman of Ixworth & Ixworth Thorpe Parish Council:** Stephen Mann proposed Kate Rees as Vice Chairman seconded by Ben Lord with all Councillors in favour. There being no other proposals Kate Rees was elected as Vice Chairman of Ixworth & Ixworth Thorpe Parish Council.

200526/04 Kate Rees duly signed the Declaration of Acceptance of Office as Vice Chairman.

200526/05 **Apologies for absence:** Sam Linton and Terry Lilley. All Councillors accepted the apologies for absence.

200526/06 **Declarations of Interest (DoI):** No interests were declared.

200526/07 **Dispensation:** Councillors noted no requests had been received and none were requested at the meeting.

200526/08 **Minutes of previous meeting:** All Councillors resolved to accept the minutes of the Parish Council meeting held on 8th April 2026 as a true reflection of the decisions made and authorised Ben Lord to sign the minutes.

Public Forum:

200526/09 Report of the County Councillor – Harry Richardson’s report had been circulated prior to the meeting. He did inform Councillors that he had a locality budget of £6000, if the Parish Council needed funding towards a project, but this budget would be spread between his 17 parishes.

Report of the District Councillor – John Griffiths thanked Joanna Spicer for her work over the last 37 years and for support of the Parish Council during the year. He

continued to support the objections to the planning application on Crown Lane but believed that West Suffolk Council officers were supportive of the Parish Council's objections and were assisting with some of the issues raised.

Roger Spiller, Green Ixworth, would still continue to oppose the Crown Lane application highlighting the lack of constituency between the previous plans and the current plans, the drainage issues, the bridge over the A143 and the lack of developer contributions, there was still no solution to the problem with school transport, the proposed number of houses especially at the southern end of the site, but was glad to see that the dog walking area along the footpath had been withdrawn as had the proposed bridleway.

200526/10

Planning:

- a. DC/25/0666/HYB – Full planning application – provision 187 dwellings with access, public open space, landscaping and associated infrastructure and outline planning application (means of access to be considered) provision 2.2 hectare site for primary school – Land off Crown Lane –
This application will continue to be objected by the Parish Council.
DC/26/0583/HH and DC/26/0584/LB – Listed Building Consent for additional solar photovoltaic array on an existing high level flat roof of the property – The Priory, High Street – All Councillors supported this application.
- b. Councillors noted that no planning decisions that had been made since the last meeting:
- c. West Suffolk Planning Policy Consultation – Call For Sites – It was noted that all Councillors agreed that Ixworth and Ixworth Thorpe had sufficient allocations.

Finance:

200526/11

All Councillors confirmed receipt of the finance report for the period ended 30th April 2026 prior to the meeting.

200526/12

Bank Reconciliation: Councillors agreed that the reconciliation for the period ended 30th April 2026 as presented agrees to the bank statements with cash available of £136,214.21; £5,743.72 in the Community account and £136,214.21 in the Premium account.

200525/13

Budget to Actual: All Councillors noted the actual spend to 30th April 2026.

200526/14

Receipts: Councillors noted that £53,448.00 the Precept and the VAT claimed for 2025/26 of £3,662.67 had been received.

200526/15

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	£
200526/16	Claire Usher	Clerks Wages	1079.87
200526/17	HMRC	PAYE	80.38
200526/18	Robert Pye	Caretaker Wages	164.90
200526/19	Village Hall	Hire of Village Hall	22.00
200526/20	Trevor Brown	Internal Audit	350.00
200526/21	Jose Mendez Acosta	Maintenance	868.74
200526/22	Glasdon UK	New Bin	415.30
200526/23	Playdale Playgrounds	Inspection of Play Area	180.00
200526/24	SALC	Membership	747.89
200526/25	Ixworth Youth Junction	Grant	5000.00
200526/26	Zurich Insurance	Yearly Cover	1241.22
200526/27	Pear Space	Domain Registration	250.00
200526/28	Claire Usher	Expenses & Mileage	186.60
200526/29	Cloudy IT	IT	114.32

Governance:

- 200526/30 **Internal Audit Report ending March 2026** – All Councillors and received and accepted the internal report.
- 200526/31 **Annual Governance Statements ending March 2026** – All Councillors approved the completion of the Annual Governance Statements of the Governance and Accountability Return (AGAR) for the year ending 31st March 2026.
- 200526/32 **Accounting Statements** – All Councillors approved the accounting statements as transposed on the AGAR form for the year ending 31st March 2026. The Clerk will publish the Statements on the website.
- 200526/33 **To Appointment Councillors to the Staff Committee and Other working groups**
The following appointments were agreed:
- 200526/34 Staffing Sub Committee – Ben Lord, Kate Rees, Stephen Mann and John Rowe
- 200526/35 Councillor Internal Scrutineer – Terry Lilley

- 200526/37 Play Area Working Group – Sam Linton and Terry Lilley
- 200526/38 Cemetery Working Group – Kate Rees and Ben Lord
- 200526/39 It was confirmed that the Clerk is the Burial Officer for the cemetery with delegated authority for the day to day running of the cemetery. It was agreed that the Council should adopt a formal scheme of delegation. This will be considered at the next meeting.
- 200526/40 Footpath Warden – Ian Rees
- 200526/41 Health and Safety Officer – Terry Lilley
- 200526/42 All Councillors confirmed that all the meetings for the current year will be held on the 2nd Wednesday of the month.
- To receive updates and reports from officers and take appropriate action:**
- 200526/43 **Outstanding Actions:** The Clerks report had been circulated prior to the meeting.
- 200526/44 **Health & Safety Update:** Cllr Lilley had circulated a report prior to the meeting regarding the footpath along the edge of Robins Copse, highlighting the subsidence on the edge of the footpath on Walsham Road and this has allowed the safety railing to slip. Cllr Lord asked the Clerk to report this to Suffolk County Council Highways.
- 200526/45 **Chairman’s Report:** Cllr Lord reported that he had meetings with the primary and High School along with the new County Councillor, Harry Richardson. He was currently working with the Planning Officer for the Crown Lane development regarding the proposed cemetery extension and if the extension could be part of a 106 legal agreement.
- 200526/46 **Councillors Reports:** Cllr Rees reminded Councillors that arrangements were still outstanding to mark Joanna Spicer’s retirement.
- 200526/47 **Correspondence:** The Clerk had not received any correspondence.
- 200526/48 **Any other Council business for information to be noted or for inclusion in a future agenda:** None
- 200526/49 All Councillors noted that the next meeting of the Parish Meeting will be at 7.30pm on Wednesday 10th June 2026 in the Village Hall.
- 200526/50 **Exclusion of Press and Public:** To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business.
- 200526/51 The Chairman closed the meeting at 9.00pm.

