

# IXWORTH & IXWORTH THORPE PARISH COUNCIL

Chairman: Councillor Ben Lord

Clerk: Claire Usher

5 Sand Martin Way

Needham Market IP6 8FH

[clerk@ixworthparishcouncil.gov.uk](mailto:clerk@ixworthparishcouncil.gov.uk)

07881 724924

---

**All Parish Councillors:** You are hereby summoned, and members of the press and public you are hereby invited, to attend a meeting of Ixworth & Ixworth Thorpe Parish Council on Wednesday 12<sup>th</sup> November 2025 in the Village Hall, Ixworth from 7.30pm to consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.

## AGENDA

|    |   |
|----|---|
| 1. | <b>Apologies for absence:</b><br>a. Councillors to receive any apologies for absence.<br>b. Councillors to vote on acceptance to apologies for absence.   |
| 2. | <b>Declarations of Interest and Dispensation considerations</b> (members are reminded of their responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct):<br>a. To receive any Councillors Interests in subsequent agenda items.<br>b. To consider any requests for dispensations. |
| 3. | <b>Minutes of previous meeting:</b> Councillors to agree the minutes of the Parish Council meetings held on Wednesday 8 <sup>th</sup> October and 22 <sup>nd</sup> October 2025 and the Chairman to sign  |
| 4. | <b>Public Forum:</b><br>a. To receive comments or questions from members of the public regarding the agenda or relating to the village<br><br>Please note there will be a maximum of 10 minutes, and each speaker will be given two minutes as per Standing Order 2g  |
| 5. | <b>Reports from County &amp; District Councillors:</b><br>a. County Councillor Joanna Spicer<br>b. District Councillor John Griffiths   |

|     |   |
|-----|---|
| 6.  | <p><b>Planning:</b></p> <ul style="list-style-type: none"> <li>a. Councillors to consider the following planning applications made to West Suffolk Council relating to the Parish since the last meeting: None</li> <li>b. Councillors to note the following planning decisions since the last meeting: None</li> <li>c. Road Names – Crown Lane Development</li> </ul>   |
| 7.  | <p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>a. To receive and approve the finance report for the period ended 31<sup>st</sup> October 2025 <ul style="list-style-type: none"> <li>I. Bank reconciliations</li> <li>II. Budget to actual payments and receipts</li> </ul> </li> <li>b. Councillors to note receipts since the last meeting.</li> <li>c. Councillors to approve payments to be made by internet banking, unless otherwise stated, and ratify any payments made since the last meeting.</li> <li>d. Budget 2026/27 – To arrange a meeting of the Finance Committee to discuss the Budget and Precept for 2026/27</li> <li>e. Assertion 10 – 2025/2026 Audit – Digital Governance</li> <li>f. Governance Policies – to consider and adopt</li> <li>g. Asset Register – to agree the updated register</li> <li>h. Upgrade of village Defibrillator – the Village Hall Defibrillator needs replacement</li> <li>i. Cemetery – Reserved Stones – to consider the quotations to supply</li> </ul> |
| 8.  | <p><b>To receive updates and reports from working groups and individuals and consider further action:</b></p> <ul style="list-style-type: none"> <li>a. Outstanding Actions Report from the Clerk</li> <li>b. Health and Safety Update</li> <li>c. To Appoint a Vice Chairman</li> <li>d. Chairman's Report</li> <li>e. Councillors Reports</li> </ul>  |
| 9.  | <p><b>Correspondence:</b> Councillors to note any correspondence previously circulated and consider any action required</p>   |
| 10. | <p><b>Councillors to note any items for inclusion in a future meeting</b></p>   |
| 11. | <p><b>Councillors to note the date of the next meeting will be Wednesday 10<sup>th</sup> December 2025 to be held at the the Village Hall, Ixworth at 7.30pm</b></p>  |

|     |  |
|-----|--|
|     |  |
| 12. | <p><b>Exclusion of Press &amp; Public</b> to resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed</p> <ol style="list-style-type: none"> <li>1. Contractual Dispute</li> <li>2. Play Area – Management Agreement</li> </ol> |
| 13. | <b>Chairman to close the meeting.</b>  |

[Claire Usher](#) | Clerk to Ixworth & Ixworth Thorpe Parish Council