

To: Members of Westhorpe Parish Council

You are duly summoned to attend the Westhorpe Parish Council meeting to be held on Tuesday, 13 January 2026 at 7.30pm at the Village Hall.

Public Participation:

The public are invited to give their views and question the Parish Council on agenda issues or raise matters for future consideration at the discretion of the Chairman before the start of the Council meeting. Members of the public may not take part in the Parish Council meeting itself. All members of the press and public are cordially invited to attend.

AGENDA

1. Apologies and approval of absences.
2. Declarations of interest and dispensation considerations.
3. Minutes from the Council meeting held on Tuesday, 23 September 2025 previously circulated and taken as read – to consider, approve and sign.
4. Matters arising from Council meeting held on 23 September 2025.
5. To consider any applications for co-option to the vacancy on the Parish Council.
6. County Councillor Report.
7. District Councillor Report.
8. Speed Indicator Device (SID) update – Cllr Brown.
9. Planning:
 - 9.1 To consider the following planning application:
DC/26/00001 Land Adjacent To Kells House, Church Road, Westhorpe. Application under Section 73A of Town and Country Planning 1990 - Variation of Condition 1 (Approved Plans and Documents) and Condition 5 (Materials) of planning permission DC/19/03660 dated: 24/10/2019 - Demolition of existing farm buildings and erection of two dwellings with new access drive and vehicle hardstanding.
 - 9.2 To note the following planning application status:
DC/23/05193 and DC/23/05077 Bacton Middle School. The developer wishes to vary their application. The Parish Council's objections to the variation were submitted on 7 December 2023. The application is currently awaiting a decision.
10. Neighbourhood Plan update – Cllrs Caley and Brown.
11. To consider whether to engage in the Consultation on local government reorganisation.

12. Finance Update

9.1 Review financial reconciliation as at 31 December 2025

9.2 To note the following payments made since the 23 September 2025 meeting:

- a. 07.10.25 Cheque number 100496 - £214.00 Zurich Municipal insurance premium
- b. 09.10.25 Direct Debit to Nest Pension £6.81
- c. 15.10.25 Cheque number 100499 £44.54 SALC Clerk training course fee
- d. 26.10.25 Cheque number 100497 £163.41 V O'Hegarty (Clerk's salary, September 2025)
- e. 28.10.25 Cheque number 100500 V O'Hegarty £163.41 (Clerk's salary, October 2025)
- f. 07.11.25 Direct Debit to Nest Pension £6.81
- g. 06.11.25 Direct Debit to ICO Data Protection fee £47.00
- h. 13.11.25 Cheque number 100498 £57.60 SALC Payroll Services
- i. 25.11.25 Cheque number 100503 £8.10 SALC Clerk training course fee
- j. 03.12.25 Cheque number 100504 £214.40 V O'Hegarty (£129.41 Clerk's salary, November 2025 and £84.99 Microsoft 365 renewal)
- k. 15.12.25 Cheque number 100505 £550 Suffolk Cloud domain name registration, mailboxes, website hosting and support

9.3 To approve the following payments:

- a. 07.01.2026 Cheque number 100506 V O'Hegarty £139.61 (£129.41 Clerk's salary, December 2025 and £10.20 stamps)
- b. 07.01.2026 Cheque number 100507 £32.00 Westhorpe Village Hall hire

9.4 The following amounts have been received since the 23 September 2025 meeting:

- a. £200 Westhorpe Village Hall refund of contribution to development of village website
- b. £550 MSDC Locality Funding Award

9.5 To consider setting up online banking facilities.

9.6 To consider the budget for the 2026/27 financial year and agree the precept demand.

10. Questions for the Chairman.

11. Date of next meeting Tuesday, 17 March 2026 at 7.30pm at the Village Hall.

12. Close of meeting.

Ginny O'Hegarty, Clerk to Westhorpe Parish Council

7 January 2026