

WESTHORPE PARISH COUNCIL

Councillors are summoned to attend the Westhorpe Annual Parish Council Meeting to be held on Tuesday 19 May 2026 immediately following the Westhorpe Annual Parish Meeting scheduled for 7:30pm at the Village Hall.

Public Participation:

The public are invited to give their views and question the Parish Council on agenda items 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. Election of Chairman - The Chairman to sign a declaration of acceptance of office
2. Appointment of Vice Chairman
3. To receive apologies for absence
4. To receive declarations of pecuniary and non-pecuniary interests and consider requests for dispensations
5. To receive reports from Suffolk County Council and Mid Suffolk District Council
6. To consider acceptance of the Minutes of 17 March 2026 meeting
7. Matters arising from Minutes of 17 March 2026 meeting:
 - 7.1 To consider ownership and insurance of the defibrillator
 - 7.2 Update regarding repositioning of dog waste bin near the Church
 - 7.3 To consider purchasing 1-2 grit/salt bins and locations
8. Speed Indicator Device (SID) update – Cllr Brown
9. Planning Update
 - 9.1 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.
 - 9.2 DC/25/04181 Westhorpe Lodge, Westhorpe IP14 4TA Discharge of Condition 3 (Fire Hydrants) – Condition Satisfied
 - 9.3 DC/26/00825 Thornglade, Church Road, Westhorpe IP14 4SY Works to trees – Application Granted
10. Neighbourhood Plan update.
11. Finance Update
 - 11.1 To receive the Council’s financial position as at 30 April 2026
 - 11.2 To approve the following payments authorised between meetings:

Details	Payee	Power	Amount	Payment
Clerk’s Salary	V O’Hegarty	LGA 1972 s.112	£78.30	Cheque no. 100511
NEST Pension (Mar-26)	NEST	LGA 1972 s.112	£6.81	Direct Debit
Clerk’s Salary	V O’Hegarty	LGA 1972 s.112	£163.41	Cheque no. 100512

- 11.3 To approve the following payments:

Details	Payee	Power	Amount	Payment
Audit fee	V Waples	LGA 1972 s.111	£130.13	Cheque no. 100513
Membership Subscription 2026-27	SALC	LGA 1972 s.111	£146.37	Cheque no. 100514

WESTHORPE PARISH COUNCIL

Clerk's Expenses - laptop repairs (£59.99), Neighbourhood Planning Workshop fee for Cllr Caley's attendance (£10.00)	V O'Hegarty	LGA 1972 s.112 Salary LGA 1972 s.111 Laptop repairs; Workshop fee	£69.99	Cheque no. 100515
NEST Pension (Apr-26)	NEST	LGA 1972 s.112	£6.81	Direct Debit

11.4 To note receipt of first instalment of Precept (£2,000.00)

11.5 To approve the Annual Neighbourhood CIL Expenditure Report for the period 2025-26

12. Audit: Council to consider the following:

- (i) To receive and approve the Annual Internal Audit Report for the Year ending 31st March 2026
- (ii) To note the Bank Reconciliation for the year ending 31st March 2026
- (iii) To consider and approve the Annual Governance Statement for 2025-26
- (iv) To consider and approve the Accounting Statements for 2025-26
- (v) To consider and approve the recommendation that having fulfilled the criteria required, Council considers itself exempt from a Limited Assurance Review
- (vi) Should Agenda Item 12(v) be approved, that delegated authority be given to the Chair to sign the Certificate of Exemption exempting the Council from a Limited Assurance Review for the year 2025-26
- (vii) To receive the dates from the RFO of the period for the exercise of public rights and the publication requirements of the Annual Governance and Accountability Guide for the year ending 31st March 2026

13. Questions for the Chairman

14. Date of next meeting: Tuesday 22 September 2026 at 7.30pm

15. Close of meeting

Signed: *Ginny O'Hegarty* Parish Clerk

Dated: 14 May 2026