



**Horham and Athelington Parish Council**  
**NOTICE OF PARISH COUNCIL MEETING**  
**Members are duly summoned to attend**

**Tuesday 14 April 2026, 7.30pm**  
**Community Centre, IP21 5DY**

**AGENDA**

**1 APOLOGIES**

- a) **RECEIVE** apologies for absence.
- b) **NOTE** decisions to accept apologies for absence.

**2 DECLARATIONS OF INTEREST**

- a) **RECEIVE** declarations of interest regarding the agenda.
- b) **NOTE** decisions of requests for dispensation relating to the agenda.

**3 PUBLIC PARTICIPATION** (*shall not exceed 15 minutes*)

- a) **RECEIVE** reports from District and County Councillors.
- b) **RECEIVE** public comments relating to the agenda or matters for future consideration.

**4 MINUTES - APPROVE** minutes (previously circulated) as a true record - *for signature by the Chair*

- a) minutes of the meeting of the council held on 13 March 2026

**5 GOVERNANCE**

- a) **RECEIVE** Internal Control Statement and Report.
- b) **RECEIVE** and **REVIEW** ICO model publication scheme.
- c) **RECEIVE** Register of Interests - Councillor P Hambling, Councillor Mrs S Queen, Councillor T Wright

**6 PARISH MATTERS**

- a) Play area development update - freehold ownership.
- b) Neighbourhood Development Plan
- c) Community Governance Review
- d) Locality grant - replacement noticeboards & speed sign
- e) Website update
- f) Training - SALC Code of Conduct 06 May Zoom 19.00

**7 CLERK'S REPORT** - correspondence received

**8 FINANCE**

- a) **RECEIVE** finance report - EOY budget review, closure NS&I & Barclays accounts, switch to UTB, CIL £1,128.52 (due)
- b) **RESOLVE** to **APPROVE** UTB 95-day Notice Savings Account - *for signature 2 bank signatories*
- c) **RECEIVE** and **CONFIRM** bank reconciliation the month of March 2026 - *for signature 2 members & Chair.*
- d) **RECEIVE** and **APPROVE** accounts for payment - *for signature 2 members & Chair*
- e) **RECEIVE** Audit Plan, Internal Audit booked 19 May.

**9 PLANNING - CONSIDER** the following applications or decisions presented to Council for comment:

- a) **APPLICATION FOR LISTED BUILDING CONSENT - DC/26/01373 Proposal:** Repairs as scheduled by Steria Consulting Structural Repairs Report and Design and Heritage Statement **Location:** Chapel Farm, Chapel Lane, Horham, IP21 5ES We invite your comments on the application described above by **22 April 2026**. Full details of this application are available to view online [link](#) Please submit your response using our online comments facility.
- b) [Application for Listed Building Consent - Repairs as scheduled by Steria Consulting Structural Repairs Report and Design and Heritage Statement - Chapel Farm Chapel Lane Horham IP21 5ES](#) Ref. No: DC/26/01373 | Received date: Mon 30 Mar 2026 | Status: Pending Consideration | Case Type: Planning Application
- c) [Householder Application - Removal of all materials comprising the C19th ground floor western lean-to section, to be replaced with a narrow gable-roofed, two storey extension to the north with a ground floor lean-to section to the south - Walnut Tree Farm Worlingworth Road Horham Eye Suffolk IP21 5ER](#) Ref. No: DC/26/01333 | Received date: Fri 27 Mar 2026 | Status: Pending Consideration | Case Type: Planning Application
- d) [Application for Listed Building Consent - removal of all materials comprising the C19th ground floor western lean-to section, to be replaced with a narrow gable-roofed, two storey extension to the north with a ground floor lean-to section to the south. - Walnut Tree Farm Worlingworth Road Horham Eye Suffolk IP21 5ER](#) Ref. No: DC/26/01484 | Received date: Wed 08 Apr 2026 | Status: Pending Consideration | Case Type: Planning Application

**10 BRIEF REPORTS OF MEMBERS** - matters for forthcoming agenda

**11 NEXT MEETING** - Annual Council Meeting Tuesday 23 May 19.30; Annual Assembly of the Parish Meeting to be confirmed.

**12 PERSONNEL MATTERS - RESOLVE** pursuant to s1(2) Public Bodies (Admission to Meetings) Act 1960 for public and press to leave the meeting due to the confidential nature of business to be transacted

- a) **RECEIVE** and **APPROVE** notification of payroll & expenses - *for signature 2 members, countersigned by Chair*

Close of meeting