

Minutes of a meeting of Wortwell Parish Council, held in the Community Centre on Monday, 31st October 2016 at 7.30pm

Councillors attending: Robert Hadingham (Chairman), Allison Copeman (Vice Chairman), Margaret Colyer, Daphne Cook, Lua Leggett and Chris Shore

Also attending the Clerk, Mrs. Jane Pearce

1169 Apologies

1169.1 Were accepted from District Councillor Dr. Murray Gray and County Councillor Mrs. Margaret Stone

1170 Declarations of Interest

1170.1 Councillor Hadingham expressed a personal interest in items (b), (d) and (f) under Planning Applications, on the Agenda.

1171 To approve the July and September Minutes

1171.1 These were signed with one amendment in the September Minutes, by the Chairman.

1172 Reports from District and County Councillors

1172.1 A report for September from the District Councillor stated:

- The District Council will be making a final decision on its attitude to Devolution on Friday, 28th September.
- The District Council had made a set of proposals for new wards.
- Earsham Ward would lose Topcroft but gain Bedingham, Woodton and Hedenham. This is subject to agreement by the Boundary Commission and then goes out to consultation. But if agreed, whoever is your District Councillor in 2019 will have more work to do – 7 villages instead of 5.

1172.2 In a report for October Dr Gray stated

- The car sales business has now stopped displaying vehicles on the highway verge outside. The owner has been told this needs planning consent and he has been invited to apply for this if he wishes to continue. All councillors were surprised that the business was being encouraged to apply for planning permission over land that does not belong to them.
- The grant that the Parish Council receives from South Norfolk Council towards its precept is likely to reduce and be stopped completely by 2019/20.
- The amount of “contamination” i.e. Non-recyclable goods being put into recycling bins is concerning SNC as it is penalised financially for this. This even includes many nappies! SNC will be launching an education campaign to explain what can and can't be recycled
- SNC is due to make a final decision on its view on Devolution on 17th November 2016.

1173 Chairman's Report

1173.1 **Car Sales Business – High Road** – Parking by cars on the verge has now stopped due to a visit from the District Council's Enforcement Officer.

1173.2 **Faulty Street Light** – The Clerk to report a faulty street light opposite 25 Low Road
. Action Clerk

1174 Councillor's Reports

1174.1 **Councillor Copeman**

1174.2 **Adnams Grant** – She had completed a report, regarding the £500 grant received towards new play equipment.

1174.3 **Councillor Leggett**

1174.4 **Local Bus Service** – Parishioners had complained at the proposed changes in the 581 Service. The proposals meant that the earliest bus does not allow anyone from the village, to use public transport for normal 8am to 5pm working hours and if you take either of the last two buses of the day out of Wortwell there is no service back into the village at all. A complaint had been sent to NCC. They will make a decision on the proposed changes on 2nd November 2016.

1174.5 **Councillor Shore**

1174.6 **Pot Hole on the Knoll** – Reported that the County Council had at last carried out repairs to the pot hole on the Knoll.

1174.7 **Mobile Phone Signal** – The Bell had installed Vodaphone equipment which should help produce a better signal in the centre of the village.

1174.8 **Community Award** – Councillor Shore said that The Bell had been presented with an award for its commitment to helping the local community. The £3,000 prize money for Community Projects, would need to be spent before the end of January 2017. He said that he was willing to donate some of the award money towards a Parish Council project.

1174.9 **Dog Poo Dispensers** – There was now a supply of dog poo bags outside the pub. 400 had been used since August.

1174.10 **Bus Shelter** – He wondered whether a bus shelter could be provided for the residents, opposite the Car Sales Company, at the Homersfield end of the village. The Clerk to make investigations regarding a grant from the Parish Partnership Scheme. Applications need to be with the County Council by 18th December. She would also investigate the nominated shelters that were available in connection with the scheme **Actions Clerk**

1174.11 **Village Sign – Bulb Planting** – Councillor Shore had been approached by Harleston Rotary Club offering to plant crocus bulbs around the Village Sign. Councillors gave permission for this. **Action Councillor Shore**

1174.12 **Councillor Cook**

1174.13 Reported that the Wortwell village sign at the Homersfield end of the village had been knocked over. Clerk to report the damage to the County Council. **Action Clerk**

1175 Clerk's Report

1175.1 **Cook's Lane** – Dr. Gray had ascertained that the concrete pad on Cooks Lane was just in the Wortwell boundary.

1175.2 **Bird Gel** – This had now arrived. Councillor Hadingham to spread this on the top of the swing frame. **Action Councillor Hadingham**

1175.3 **Broken Bolt Heads on Locomotive** – The Clerk had found replacement Bolt Heads for the train. Councillor Shaw to check the size before they are ordered. **Action Councillor Shore Action Clerk**

1175.4 **Play Area Safety Inspection Report** – Councillor Hadingham had checked the mats under the Basket Swing and tightened the bolts on the Trim Trail

1175.5 **Police Constable Jim Squires – Harleston Beat Manager** – Notification that due to a recent operation he would not be returning to a front line role due to risks to his health and well being. His successor will be announced in due course.

1176 Correspondence

1176.1 NCC – Broadband Update – Information sheet 24

1176.2 Community Action Norfolk – Signpost Magazine Summer 2016

1176.3 CPRE – Damaging new housing targets

1176.4 UK Power Networks – Helpline 105

1176.5 Clerks and Councils Direct

1176.6 NCC – Sniffer Dogs

1177 Proposed Waveney Valley Signs

1177.1 £300 pounds had been received from the District Council courtesy of Dr. Gray towards two signs, one for each end of the village.

1177.2 The Clerk had been placed the order for the agreed two signs on the 5th September. She had made further enquiries with NCC, on the 18th October, as to their installation and was told that the works had been assigned to Ketteringham to install. Unfortunately these signs are not a standard stock item and regrettably they are still waiting delivery.

1178 Speeding on High Road

1178.1 Councillor Shore agreed to prepare "Slow Down" signs. These would be placed on the lamp posts on High Road. **Action Councillor Shore**

1179 To receive an update on the ownership of the Community Centre and its grounds

1179.1 The Clerk produced Minutes from April 1999, when the building of the roadway and car parking surface were agreed. The Minute which included the following proposals was read:

- The Parish Council supports the management committee in their plans to provide the centre with a permanent roadway and car parking surface
- The Parish Council accepts its responsibility for 50% of the costs of this work, with a maximum cost to the council of £20,000 + VAT
- The Community Management Committee is empowered to agree the contract specification and select the contractor for the work
- The Parish Council places the order with the contractor to be able to claim back the VAT

1179.2 The Minutes of October 1999 stated:

- That the Parish Council had obtained a grant of £5,000 towards the work

1179.3 The Minutes of November 1999 stated

- Six contractors had produced full quotations and it was agreed that the West Norfolk Surfacing based in King's Lynn had been selected to undertake the work at a total cost of £35,078 + VAT. The Parish Council being jointly responsible for this work.
- The Parish Council as owner would place the order and the Community Centre Management Committee would donate the sum of £17,539 to the Parish Council who would then pay the invoice.

1179.4 The Clerk would look up the planning application, for the building of the Community Centre, at the request of Councillor Leggett. **Action Clerk**

1180 Car Sales business on High Road

1180.1 This item had been discussed and agreed under items 1171.4 and 1173.1

1181 Joint Meeting on 14th November 2016

1181.1 Councillor Shore to remind Steve Hammond from the East Anglian Ambulance Trust of our joint meeting on the 14th November **Action Councillor Shore**

1182 Tree Warden Vacancy

1182.1 Retiring Tree Warden Roger Turpin had shown applicant Heather Watson the various new planting sites in the village. She had later emailed the Clerk saying she felt that the Tree Warden's role involves more time that she had envisaged. The vacancy would be advertised again.

1183 Playing Field

1183.1 In a report for September Councillor Hadingham told the meeting:

- Mac Wright had repaired the top of the Locomotive.
- Water Butts behind the cricket hut and old pavilion had been repaired.

- He had reminded a person walking their dog on the playing field that we have a Byelaw banning all dogs from the fields. Councillor Shore to display a new “No Dogs” sign at the entrance to the old field.
- 1183.2 In a report for October, Councillor Collyer told the meeting:
- She had cleaned the swing seats on the old field,
 - There was a small amount of rubbish in the bins.
 - Brambles need cutting back to allow access to bin near the roller. Clerk to inform Groundsman. **Action Clerk**
- 1183.3 **Norwich Football Training** – The Clerk had sent two invoices to Norwich City requesting payment from March 2016 until the end of October 2016. She had also spoken to the coach. To date the £432 money owed was still unpaid. The trainer had now agreed to bring a cheque to the Training session this coming Wednesday. The Chairman said that he would attend the Training session.
- 1183.4 The Clerk had sent an email to the club reminding them to turn off the flood lights when they left the field on Wednesday evenings. She had also informed the club that the Bell PH were willing to provide teas etc for members of the club.
- 1183.5 **Harleston Football Training** – An enquiry from Harleston under 21 club had been received but was later refused as they felt the costs of the field and the Community Centre were too high.
- 1183.6 **Football Pitch on the new field** – It was agreed to consider the possibility of a football pitch on the new field.
- 1183.7 **Hedge and Tree Trimming** – The Clerk to contact Mr. Bond and request the the Playing Field and Allotment hedges be given their annual trim. **Action Clerk**
- 1183.8 The Clerk contact Highways Department and request that the trees on the A143 be cut back. They are currently growing through our chain link fencing. **Action Clerk**
- 1184 Defibrillator Training**
- 1184.1 Councillor Shore agreed to contact the responders regarding agreed training for using the Defibrillator. **Action Councillor Shore**
- 1185 Recycling Centre**
- 1185.1 In a report for October Councillor Collyer reported fly tipping in the Recycling Centre. An old carpet and a bag of general waste had also been left in the Centre. She had disposed of cardboard boxes which had been left on site.
- 1186 Planning**
- 1186.1 **2016/11362 – Mrs. Yvonne Warne** – Approval for two new single storey dwellings with garages on land adjacent to 99 High Road.
- 1186.2 **2016/1774 – Mr. Clive Aylett** – The Application had been withdrawn for proposed erection of 1 no holiday let camping (glamping) pod
- 1186.3 **2016/2152 – Mrs. Gillian Seamons** – Approval for replacement of existing rear conservatory with new conservatory and extension to side and rear at 4 Willow Close.
- 1186.4 **2016/2118 – Mrs Val and Mr. Richard Perfitt** – Approval for a two storey rear extension at “Hillside” Low Road, Wortwell
- 1186.5 **2016/2262 – Mr. Dale Deburgh** – Application for side and rear extensions at 90 High Road. Parish Council’s sub committee recommended refusal saying that the the proposed car port will be against the boundary of no. 88. Also the main sewer which serves the properties in the cul de sac runs under the proposed car port.
- 1186.6 **2016/2325 and 2016/2327 – Mr. Tony Sprake** – Land at rear of 131 High Road, Wortwell. Application for Removal/Variation of Condition 2 of planning permission 2015/2754/F – amended design. Parish Council sub committee had no objections to the applications.

1186.7 **Planning sub committee** – Councillor Leggett said that she would like to resign from the sub committee with immediate effect. Councillor Shore agreed to take her place.

1187 Proposed Village Fete for 2017

1187.1 It was agreed to deliver a flyer to every house in the village asking if residents were interested in attending, and/or helping to run, a Village Fete in 2017.

1187.2 Accounts

1187.3 The 2015/16 Accounts had been returned, approved by Mazars – the external auditor.

1187.4 Copies of budget figures and all payments made to date had been circulated and approved by Councillors.

1188 Business for the November meeting

1188.1 Agreed that the proposed Bus Shelter, proposed village fete and Tree Warden be included on the November Agenda.

1189 Close of Meeting

1189.1 The Chairman thanked everyone for attending, and closed the meeting at 9.50pm

1190 Payment of Accounts

1190.1 Expenditure

1190.2 E.On – August - £131.85

1190.3 T.Jones – Street Lighting maintenance - £181.20

1190.4 Mrs Pearce – August - Salary £323.16, Allowance £69.44 = £392.60

1190.5 S. Reynolds – Knoll maintenance 2016/17 - £130

1190.6 British Legion – Poppy Wreath - £18.50

1190.7 Bungay Printers – Sept/Oct Mardlers - £143

1190.8 S.Reynolds – Groundsman – August - £200

1190.9 E.On – Lighting – September - £131.85

1190.10 Community Centre – September - £14

1190.11 Mrs. Pearce September Salary £323.36, Allowance £69.44, Expenses £52.82 = £445.62

1190.12 HMRC – 3 months - £122.60

1190.13 2nd Precept to Playing Field - £3,000

1190.14 Groundsman - September - £200

1190.15 Murrell Trading Group – Bird Gel - £34.77

1190.16 Norse – Playing Field Maintenance – 2nd payment - £1,649.23

1190.17 Rigby Taylor Ltd – Line Paint - £48.59

1190.18 E.On - Lighting – October - £127.60

1190.19 Wortwell Community Centre – October - £14

1190.20 Mrs. Pearce – October – Salary £323.36, Allowance £69.44 = £392.80

1190.21 T.Jones Light maintenance £181.20, Repairs £123.92 = £305.12

1190.22 Mazars – 2015/16 Audit - £270

1190.23 South Norfolk – 2016/17 Dog Bins £234.14

1190.24 Groundsman – October - £200

1190.25 Income

1190.26 South Norfolk – 2nd payment Precept - £6,478

1190.27 Community Centre – rebate Plant Sale and Queens 90th - £105

1190.28 Sale of Village Books - £15

1190.29 Newsletter - £5

1190.30 Community Centre – Norwich City Jan/Feb 2016 - £144

1190.31 Cemetary Income – April to October 2016 - £351.60