Minutes of the Annual General Meeting of Wortwell Parish Council, held in the Community Centre, Wortwell on Monday, 19th May 2014.

Parish Councillors attending – Councillors, Robert Hadingham (Chairman), Allison Copeman (Vice Chairman), Daphne Cook, Malcolm Perry, Sarah Noy and Derek Wooltorton.

Also attending – the Clerk, Mrs. Jane Pearce

692  **Apologies**

692.1 Apologies had been received from District Councillor, Dr. Murray Gray and County Councillor Mrs. Margaret Somerville.

693  **Election of Chairman**

693.1 Proposed by Councillor Perry and seconded by Councillor Cook that Councillor Hadingham be elected Chairman for the coming year. Councillor Hadingham accepted and signed a Declaration of Acceptance of Office.

694  **Election of Vice Chairman**

694.1 Proposed by Councillor Hadingham and seconded by Councillor Noy that Councillor Copeman be elected Vice Chairman for the coming year. Councillor Copeman accepted.

695  **Election of a Parishioner to fill the Vacancy on the Parish Council**

695.1 An application to fill the vacancy on the Parish Council had been received from Mrs. Jayne Moore, who lives in ‘Greensted’ Tunbeck Close. She and her husband had moved into the village in June 2013. Proposed by Councillor Perry and seconded by Councillor Hadingham that Mrs. Moore be elected to the Parish Council. All in favour. Mrs. Moore signed a Declaration of Acceptance of Office.

696  **declarations of interest**

696.1 None

697  **To approve the Minutes of the March meeting**

697.1 These were signed by the Chairman as an accurate record.

698  **To receive reports from District and County Councillors**

698.1 An email from Dr. Gray apologised for missing the meeting and reported:

- (1) £1,000 for me to distribute to projects in my Ward (Ward Members Budget)
- (2) Grants of up to £2,000 from the Neighbourhood Fund
- (3) Grants of over £2,000 from the Community Action Fund (total of £25k available for projects in the Waveney Valley parishes – Bressingham to Earsham)

698.2 An email from Mrs Margaret Somerville stated:

- The Council’s Better Broadband for Norfolk (BBfN) Programme has announced the next set of locations to receive BBIN infrastructure. As services become available people will be able to find out exactly the broadband speed that will be available to them. The Better Broadband for Norfolk Programme is expected to be completed by the end of 2015.

- There is a shortfall of money to terminate the energy from Waste facility in Kings Lynn. The cost of termination is in the region of 30million. The County council used reserves and cut services to meet most of the cost but there is a shortfall of one million. The administration has suggested that there are two choices (2) Withhold approximately 40% of the second homes money which would normally be given to the District councils (2) reduce the Highways budget by a further million. The decision will go to Full Council but is very contentious.
To receive the Clerk’s Report

699.1 Memorial Spinney – News awaited on the proposed recycled plastic seat for the Spinney.

699.2 Maintenance of the Play Equipment on the new field – Work on treating the equipment with wood preservative would begin in a fortnight.

699.3 Repairs to the Chain Link fencing on the new field. The agreed work had been completed. The Fencing contractor had contacted the Clerk and pointed out that it was only brambles growing through various parts of the fencing that were holding parts of the chain link fencing in position. Urgent work was needed otherwise the brambles would eventually pull more of the fencing over. She had asked him for a quotation to repair the rest of the fencing on the new field. Clerk to remind him again.

699.4 Parish Land Account – A further letter from Barclays, dated 25th April said that they are looking into our complaint and expect to be able to give us an answer by 25th May.

699.5 Litter Pick – We had been lucky in the District Council’s Litter Pick draw, and the £220 prize money would go towards the new play equipment.

699.6 Tunbeck Close – Following a phone call to the District Council in March, requesting that Tunbeck Close be swept, the work is still awaited.

699.7 South Norfolk Clean Sweep 2014 - An email from the District Council informed us that they would shortly be launching their ‘South Norfolk Clean Sweep 2014’ initiative. It is proposed to provide an intensive and systematic mechanical road and pavement sweep within each parish in South Norfolk. It would be in our area between 16th and 27th June inclusive. Agreed to ask if all areas, including Tunbeck Close could be cleaned.

699.8 Pot Holes – All Pot Holes on Low Road had been repaired.

699.9 Recycling Bins – Following a notice in the ‘Mardler’, a resident in Low Road is still leaving her wheelie bins, the night before collection days, in the middle of the pavement. Councillor Perry said that he would speak to her.

699.10 ‘Bell’ Public House – It was thought that The Bell would be re-opening next week.

699.11 Overgrown Trees Community Centre – An enquiry from E.On asked for permission to trim back trees at the entrance to the Community Centre. These were currently in danger of hitting power lines. Councillors approved the request.

Chairman’s Report

700.1 Village Games – Thirty people had turned up for a Taster Session on 9th May. The Village Games would take place on 8th June.

700.2 Accident at the Homersfield junction – An accident, involving a motor cycle, had occurred at the Homersfield junction the previous Sunday. Police and Ambulance had been in attendance. In view of the number of accidents which happened at this junction it was agreed to ask Highways to consider introducing a 50mph speed limit on the Bypass from the Redenhall roundabout down to the Cattle overpass, just pass the Dove restaurant junction.

Parish Councillors’ Reports

701.1 Councillor Copeman -

701.2 ‘Wortwell’ sign – Highways to be asked to cut back the vegetation round the ‘Wortwell’ sign outside the affordable homes on High Road.

701.3 Councillor Noy –

701.4 Overgrown Trees on High Road – Parishioners had reported overgrown trees outside their property at 86 High Road in 2012. To date no work had been carried out. The Clerk to contact Highways Department.
701.5 **Councillor Perry –**

701.6 **Donation from the URC Church** – A cheque for £160, from a Musical Evening had been sent to the Parish Council by Mrs Phyllis Mills towards the new Play Equipment. The Clerk to write a letter of appreciation to Mrs. Mills.  

701.7 **Faulty Street Light** – The Clerk to report a faulty light at the end of Mill Lane on Low Road.  

701.8 **Councillor Cook –**

701.9 **Footpath behind the Bell PH** – The foot path is overgrown on both sides. Councillor Hadingham to trim back the vegetation. 

701.10 **Playing Field equipment** – A panel had broken off the top of the Train. Councillor Copeman to arrange repair.

701.11 **Swings on old field** – These were covered in bird excrement.

701.12 **Plaques** – Plaques had been received from the District Council when the new play equipment had been installed by the Wortwell Play Association in 2008. Councillor Copeman to arrange for them to be attached to the play equipment.

701.13 **Councillor Moore –**

701.14 **Dogs on Playing Fields** – More people are walking dogs on leads on the playing fields. It was thought that majority are supporters of the local football clubs.

702 **Correspondence (for information only)**

702.1 Crime Statistics – March – 1 Other Offence

702.2 Crime Statistics – April – 2 Burglary to Dwelling

702.3 NCC – BT Broadband – Sheet 16

702.4 Harleston Card and Party Shop


702.6 Clerks and Councils Direct – (May 2014)

703 **Mardler Magazine/Web Site**

703.1 Agreed that Councillor Copeman would continue to edit the ‘Mardler’

703.2 Agreed that Mr. David Jefferis would in future edit the Wortwell web site. Councillor Noy to contact Mr. Jefferis to explain the workings of the web site.

703.3 The Clerk would continue to include the Minutes and Agendas on the web site.

704 **Playing Fields**

704.1 In weekly reports for April, Councillor Wooltorton said:

- he had repaired the goal post
- holes in the new 7-a-side nets
- chain link fencing had been repaired but there were a lot more brambles growing in other parts of the fencing.

704.2 In weekly reports to date for May, Councillor Noy said:

- Moles on the new field by the bypass
- repairs were needed to the cricket pavilion
- the Cricket nets needed replacing
- Bolts were protruding through the grass on the new field, and needed cutting off
Councillor Copeman to prepare weekly reports for June  

**Action Councillor Copeman**

Update from the sub committee on the proposed new Play Equipment – The recent Garage sale had made a profit of £79. Two complaints had been received from parishioners regarding parking across their driveways during the event.

**Action Councillor Copeman**

The sub committee had been informed that the Designer for Joy Playgrounds had left the Company. It was agreed that we should cease all contact with the company. The sub committee to meet and decide on a new supplier and bring their recommendations to the June meeting for approval.

**Playing Field maintenance** – The Groundsman had reported that certain areas of the old field were not being cut and were overgrown. The Clerk to check our contract with Norse.

**Action Clerk**

He had also reported a lot of dog excrement by the sub station on the new field.

He (the Groundsman) had purchased agreed roses costing £23.75 for the gardens, to deter rabbits from eating the plants.

**Earsham Football Club** – It had been agreed at the Parish Meeting that Earsham Football Club would hire our pitch on a game by game basis at the start of next season. Further to our request asking if their club wished to remove the nets, and in which case they would need to contribute half the cost, an email had been received which said ‘regarding your request concerning the football nets that we purchased less than 2 years ago, because the nets at Earsham are in such a poor state, unfortunately we will not be leaving them at Wortwell’ It appeared that the Club had already removed them. The Clerk to contact the Chairman and point out that they were purchased jointly between the Cherry Tree Football Club and Earsham and they would now need to refund us for half the cost.

**Action Clerk**

**Recycling Centre**

Everything is in order at the Recycling Centre  

The Clerk to ask the District Council if they can supply us with a recycling bin for plastic bags.

**Action Clerk**

**Planning Applications**

2012/2216 – Low Tree Farm, 31 Low Road – Pending decision by the District Council.

2014/0357 – 27 Low Road, - Proposed extensions to provide dining room and utility room with links. Proposed replacement of nissen hut with annexe accommodation. Replacement of shed.  

Approved with Conditions

2013/2172 – “Willow-mere” 25 Low Road – Mr. Chas Emmens – Erection of green aluminium Greenhouse and retrospective application for octagonal aluminium Greenhouse in garden.  

Approved with Conditions

**To discuss World War 1 Commemoration**

Councillor Copeman reported that she was continuing her research into the names of the fallen parishioners named on the village, War Memorial. She hoped to create a booklet to include this information. She would investigate purchasing packets of poppy seeds for the village children to grow in their gardens and possibly round the War Memorial. She would like young people to take part in an event, where they would read out the names of the fallen men of the village. She would be contacting the local primary schools to ask for their assistance.

**Action Councillor Copeman**

As we usually have a small Service on Remembrance Day, which includes the laying of a wreath and the playing of ‘The Last Post’, Councillor Perry to contact the Bugle player, to make sure that he can attend our service again this year.

**Action Councillor Perry**
To review Standing Orders, Financial Regulations and Health and Risk Assessments

It was agreed that no amendments were necessary this year.

To discuss borrowing the Speed Awareness Machine (SAM)

Agreed to ask the District Council if we can borrow SAM for a fortnight, before the beginning of September.

Action Clerk

Accounts

Copies of all budget figures and all payments made to date, including current bank statements, were circulated and approved by Councillors.

Annual Governance Statement 2013/14 — This was signed and dated by the Chairman.

Business for the June Meeting

Agreed that World War 1 Commemoration, and Play Equipment be included on the June Agenda. Councillors to contact the Clerk if they wish for other items to be included on the Agenda.

Close of Meeting

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.25pm.

Payment of Accounts

Expenditure

E.On – Lighting – April - £178.61
Redenhall PCC – Donation £50
SNDC – Dog Bin Maintenance 2013/14 - £220.68
Harleston Town Council – towards parking - £400
Community Centre – March - £14
Community Centre – April - £14
Mrs. Pearce April – Salary £305.80, Allowance £69.44 = £375.24
Bungay Printers – Newsletter – May/June - £138
J. Earl Fencing Repairs on new field – April - £480
D.W. Cann – Mower Repairs – April - £102
Mr. Reynolds – 25 hours April - £200
E.On Lighting – May - £172.84
Community Centre – May - £14
T.T. Jones – Lighting Maintenance /Repairs – April/May/June - £196.19
Mrs. Pearce – May – Salary £305.60, Allowance £69.44 = £375.04
Came and Company Insurance Parish Council - £205.68
Playing Field Precept – First half - £1,500
Homestead Nurseries – Rose Bushes - £28.50
Mr. Reynolds – May – 25 hours - £200
Came and Company Insurance Playing Field - £205.68

Income

SNDC – Precept – 1st half - £6,715.50
Communal Cemetery – April - £159.60
Bowls Club – Mower Repairs – April - £25
Mardler Advert – May - £30
Garage Sale – New Equipment – May - £79
Playing Field Precept – May - £1,500
URC Donation – New Playing Field Equipment - £160