

Minutes of a meeting of Wortwell Parish Council, held in the Community Centre, on Monday 29th September 2014.

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

Also attending: County Councillor Margaret Somerville, two members of the public and the Clerk, Mrs. Jane Pearce.

Apologies - Councillors accepted apologies from Councillor Moore who was on holiday, and from District Councillor, Dr. Murray Gray.

750 Declarations of Interest

750.1 None

751 To approve the Minutes of the July meeting

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

752 To receive reports from County and District Councillors

752.1 County Councillor Margaret Somerville reported:

- As from the 1st October materials including glass bottle and jars, plastic food pots, tubs and trays and cartons will now be recycled using the green recycling bin.
- There is likely to be a 17 million pound shortfall in the County Council budget this coming year. This is in part because of payments to cancel the Energy from Waste facility and partly because the Better care Fund expected to support reducing hospital admissions, will be much less than anticipated. We have to reduce unnecessary admissions to the hospital and the money saved will go into Social Care at home.
- The Parish Partnership scheme is being repeated again this year with £200,000 funding for small highways related projects. Due to speeding problems in the village Margaret agreed to contact Bob Edwards for information regarding a SAM sign for the village. We would have to bid for funding covering up to half the cost of the project.
- An increase in Council tax has been suggested for the 2015/16 budget. This could be an increase of 1%, or an increase of 2% which would be for one year only.

752.2 An email from Dr. Gray reported:

- The Parish Council should have received £200 from his Ward Budget to go towards the new play equipment. The Clerk confirmed that this had been received
- The new recycling regime comes into operation from 1st October and residents should have received detailed information. Many more materials can be put in the green bin. The recycling centres will however remain at present
- Under the Market Towns Initiative, Harleston will be getting a new public toilet soon (with a design I don't like) and with the existing building probably being made into a shop.

753 Gypsies and Travellers Local Plan – Issues and Options Consultation

753.1 Information had been received from the District Council inviting the Parish Council to offer sites for allocation for Gypsies and Travellers. The proposal was debated but Councillors agreed that they were not aware of any suitable sites within the parish. The Clerk to inform the District Council.

Action Clerk

754 Clerk's Report

754.1 **Tree Planting 2014** – It was thought that no tree planting, in the village, was needed this year.

754.2 **"Wortwell" sign on High Road** – The vegetation had been removed from the sign.

754.3 **Overgrown hedges opposite the Farm shop** – The hedge cutting had been completed.

754.4 **Web Site** – Most articles will now be sent to Mr. Jefferis for inclusion on the web site

- 754.5 **"Tunbeck Close" sign** – An email from the District Council confirmed that they had checked with the Land Registry and Mr. and Mrs Leggett had purchased the land outside their property. They intend to erect a fence round their boundary and we have no objection to the sign being relocated.
- 754.6 **Brambles opposite the old school** – Councillor Hadingham had removed the brambles from opposite the old school and at the pedestrian entrance to the playing field on Tunbeck Close.
- 754.7 **Waveney Valley Village Signs** – The Clerk had contacted Mike Bentley again regarding signs for Wortwell. He had replied that the next round of funding is being consulted on at the moment. We have yet to receive confirmation that the Waveney will receive any funding at all, but we remain confident that we will be successful. This will hopefully be agreed at the end of the year, with the European Money being released to the successful areas in the Spring of 2015.

- 754.8 **BT Box on Knoll** – The box had now been removed.

755 Chairman's Report

- 755.1 **Faulty Light** – Light No. 27 on Sancroft Way was not working. **Action Clerk**
- 755.2 **Farm Shop** – The Village Farm Shop will shortly be closing, and plans are in hand to turn the site into a Car Wash. The Clerk to contact our District Councillor to find out whether planning permission is necessary for the proposed change of use. **Action Clerk**

756 Parish Councillor's Reports

- 756.1 **Councillor Copeman** –
- 756.2 **Community Centre** – She had received a good response when visiting homes in the village requesting volunteers to help run the Community Centre.
- 756.3 **Councillor Noy**
- 756.4 **Village Quiz** – A village quiz would be held in the Community Centre on Saturday, 11th October. Proceeds for the Community Centre
- 756.5 **Garage Sale** – This would be held on Saturday 19th October. Proceeds for the new Play Equipment.
- 756.6 **Councillor Perry**
- 756.7 **Wortwell Bell** – Now that the pub has reopened the various cups and shields had been put back on display.
- 756.8 **Councillor Cook**
- 756.9 **"No Dogs" Sign** – The Clerk to supply Councillor Cook with a new sign for display at the entrance to the new field.

757 Correspondence

- 757.1 NCC – Signpost – Summer edition
- 757.2 Nicholas Hancox Solicitors – Advertising and representing Parish and Town Councils
- 757.3 South Norfolk – Representation at Publication Stage – Long Stratton Area Action Plan
- 757.4 The Oil Club – Heating Oil Club
- 757.5 Andrew Deptford – Access to Defibrillator
- 757.6 NCC – Landmark deal for Norfolk's waste to begin
- 757.7 NCC Norfolk County Council's Budget and priorities for 2015/18
- 757.8 NALC – Introductory training for Clerks and Councillors
- 757.9 South Norfolk – CD – Gypsies and Travellers Local Plan Document
- 757.10 South Norfolk – CD – Long Stratton Area Action Plan

757.11 Advertising in the Mardler

757.12 As advertisements had been included, in the September/October Mardler for events, in Alburgh and Harleston, it was felt that the request received in June to advertise an event in the village, with the proceeds going to Alburgh and Denton school, should, after all, be included in the Nov/December edition, free of charge. Agreed that all business adverts should be paid for but decisions on social events will be left to the Editor and Clerk

Actions Editor and Clerk

758 Playing Field

758.1 In weekly reports for July, Councillor Hadingham reported:

- Everything was in good order on both fields
- There had been a mole problem on the old field and the Mole man had been called in.
- He thanked Mr. Jerry Copeman for reinstalling the bridge, following repairs.
- He thanked Councillor Perry for spreading the anti bird gel, on the swing frames, this seemed to have worked as the swing seats were now clean.

758.2 In weekly reports for August, Councillor Perry reported:

- Everything was in good order on both fields.
- The anti bird gel was a great success.
- Some mole activity on the old field.
- Both fields will need weed killer next year.
- Hedges could do with their Autumn trim. No decision made as to who would be asked to carry out this work.
- Litter bins are being well used.

758.3 Councillor Noy to prepare weekly reports for October. **Action Councillor Noy**

758.4 **New Football Nets** – These have arrived and are being well used.

758.5 **Electricity sub-station** – The Clerk had written two letters to the company and had been told that the Contractors would remove all brambles from the area at the beginning of September. To date, the agreed work had not been carried out. The Clerk to contact the company again. **Action Clerk**

758.6 **Cleaning the inside of the Pavilion** – Agreed that this work would be carried out in November

758.7 **Plaques** – Councillor Copeman reported that because of the shape of the three plaques they could not be fixed to any of the equipment. She agreed to purchase a piece of board, maximum £20, and fix beside the bench so that the 3 plaques could be put on display. **Action Councillor Copeman**

758.8 **Veteran's Football Club** – A letter from Robin Knox said that the club had folded and would not be needing our facilities this season.

758.9 **Harleston Youth Football Team** – Councillors had given permission for the Harleston Youth to have an additional team of under 12's to play on the old field on Sunday mornings during March and April 2015. They would pay £18 per game.

758.10 **Mettingham Football Club** – Councillors had given permission for the team to play on the old field on Sunday mornings during September and October 2014. Cost £26 per game.

758.11 **Grass growing through chain link Fencing** – The residents who had complained about the grass growing through the chain link Fencing had been contacted and told that we would be willing to spray the area, in order to kill off the grass. They refused the offer however, due to possible harm to wild life.

758.12 **To receive a report from the Fund Raising Committee** – The committee had held two meetings. The Children's Playground Co Ltd had verbally quoted an additional £1,200 for equipment originally agreed with Joy Playgrounds

758.13 The Clerk had received a telephone call from Geoff Mariott of Joy Playgrounds saying that he would now like to meet with the Parish Council to discuss designs of the required equipment. If the Parish Council had decided to employ another contractor there would be charges for the substantial amount of money for his time and drawings. The sub

committee said that the company no longer existed and Geoff Marriott now worked on his own. The only plans he had prepared had been drawn on the back of an envelope and no contract had ever been signed. It was agreed to ignore the phone call.

- 758.14 **To discuss repairs to the Swings on the old field.** - Councillor Perry had received a quotation from Wicksteed Leisure, for replacement bolts for the swings on the old field. Cost £225.20 + VAT. It was agreed to order the bolts, shackles and iolite bushes . This would be paid for from this years £200 Recycling money. **Action Clerk**

- 758.15 **Maintenance by Norse of the Playing Fields** - Councillor Wooltorton pointed out that the fields were not being cut every 10 days as per our contract, making it difficult for the football clubs to play. The Clerk had now checked the latest contract and found that the grass would now only be cut twice a month. but there was no decrease in the annual charge. Councillor Noy said she would investigate whether Suffolk County Council would come over the border into Norfolk to carry out maintenance next year. The Clerk to check the length of our contract with Norse. **Action Councillor Noy**
Action Clerk

- 758.16 **To discuss the proposed Car Boot Sales on the old playing field** – Mr. Simon Kindleysides attended the meeting, and told Councillors that he would be interested in running a weekly Car Boot Sale on the old Playing Field, commencing Jan/Feb 2015. He said that sellers would arrive at around 11am to prepare their pitches with a 12pm start for buyers. The sales would finish at 4pm. Mr. Kindleysides was asked to email the Clerk with full details of his proposals. He was also asked to include a similar article in the next Mardler magazine.

- 758.17 A letter from Councillor Moore said that access to the site would be a major concern as Tunbeck Close is narrow and the junction when pulling out onto High Road has restricted visibility. With a sale, members of the general public would be coming and going constantly over several hours, maybe in large/cars/vans/trailers, this could lead to congestion and possible accidents.

758.18 Groundsman's Worksheets

- 758.19 The Clerk said she had not received a worksheet for July from Mr. Reynolds. Councillor Noy said that due to personal reasons she had been helping him with his duties on the playing fields. She agreed to investigate as to the missing work sheet

Action Councillor Noy

759 Recycling Centre

- 759.1 Councillor Hadingham said that he had cleared up broken glass at the Recycling Centre during July otherwise everything was in order.

- 759.2 Councillor Perry reported that everything was in order at the Centre during August.

760 Dog Bins

- 760.1 It was thought that the bins were now being emptied regularly, but it was agreed to keep an eye on the situation.

761 Community Centre

- 761.1 It was hoped for a large turnout at the Parish Meeting on 10th October.

762 2014/15 Subscription to Norfolk Rural Community Council

- 762.1 A new structure had been introduced and it was thought that we no longer received sufficient cover for a £20 subscription. We would need to increase our subscription to either £50 or £150 to receive the old level of cover. Proposed by Councillor Perry and seconded by Councillor Noy that we do not subscribe to the NRCC this year. All in favour.

763 Overgrown trees on the Knoll

- 763.1 A number of trees had become overgrown on the Knoll and needed trimming. The Clerk to contact Waveney Trees. Councillor Perry agreed to meet their representative on the Knoll. A notice will go in the next Mardler to inform residents not to park their vehicles on the Knoll on the day that the work to the trees, takes place **Actions Clerk**
Action Councillor Perry

764 Planning

- 764.1 **2012/2216 Low Tree Farm, Wortwell** - The District Council had approved a Certificate of Lawfulness for the annexe being let to a tenant on behalf of Mr. and Mrs. M. Porter
- 764.2 **2014/097/Amendment – Subdivision of garden to West of 1 High Road, Wortwell**, for Mr. Edward Scarfe – Pending decision by the District Council
- 764.3 **2014/1804 – 10 The Parkway, Wortwell IP20 0HE** – Proposal for a single storey side extension for Mr. Brian Wilson Kent. Parish Council sub committee comments –“*A good use of space available to improve and enhance the property*” Pending decision from the District Council

765 WW1 Commemoration

- 765.1 Councillor Copeman reported that the 40 page booklet on the fallen village servicemen from World Wars 1 and 2 was now ready for printing. It was agreed that 150 would be printed and sold for £2 each. She had applied for a grant of £250 from the District Council.
- 765.2 The wooden crosses containing poppies in the centre had been ordered and paid for. Candles had been supplied, free of charge from Dennys in Harleston. The Clerk to write a letter of thanks to Mr. Adkins. **Action Clerk**
- 765.3 The Clerk had received an email from Rev. Tuffnell saying that he had heard that Wortwell were organising an event to commemorate the anniversary and would be pleased to receive full details. Councillor Copeman said that she would reply to the email. Children from the local schools would be asked to take part in the commemoration on Remembrance Sunday. The event to be advertised in the Mardler. **Action Councillor Copeman**
- 765.4 Councillor Perry to speak with Mr. George Grist regarding the proposed event. **Action Councillor Perry**

766 Parish Council Charities

- 766.1 The Clerk reminded Councillors of the three village charities to which they were all Trustees. The Clerke Charity, which is made up of the Doggett, Fuller and Margaret Clerke Charities. The Parish Land Charity which includes our allotments on Tunbeck Close and the old Playing Field Charity, which was formed after the building of the Community Centre. She said that form came through annually from the Charity Commission which required the names of the trustees and details of income and expenditure for the previous year.

767 Parish Allotments

- 767.1 Allotment holder Mr. Dick Sheldrake had asked Councillor Perry for permission to split his allotment offering his next door neighbour half of his plot. Members voted unanimously against the proposal saying that if his neighbour wanted to help him tend his plot he could do so. Councillor Perry to speak to Mr. Sheldrake and the Clerk to write to inform him of the Council's decision. **Action Councillor Perry**
Action Clerk

768 Accounts

- 768.1 Mazars, the Council's auditors, had notified the Clerk that the 2013/14 accounts were satisfactory saying “*in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met*”.
- 768.2 Copies of all budget figures and all payments made to date, including current bank statements were circulated and approved by Councillors

769 Business for the September meeting

- 769.1 Agreed that the Community Centre, SAM Machine, Proposed Car Boot Sales, Tree cutting on the Knoll should be included on the October Agenda.

770 Close of meeting

- 770.1 There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.05pm

771 Payment of Accounts

771.1 Expenditure

- 771.2 E.On – August - £151.98
- 771.3 Poppy Appeal Crosses - £40.50
- 771.4 Mrs Pearce – August – Salary £305.80, Allowance £69.44 = £375.24
- 771.5 Bungay Printers – August/September Mardlers - £138
- 771.6 2013/14 VAT to Playing Field - £763.61
- 771.7 Mr. Wooltorton – Knoll maintenance - £130
- 771.8 Children's Playground Co Ltd – Bridge Repair - £114
- 771.9 Mark Harrod – Football Nets - £146.88
- 771.10 S. Reynolds – Groundsman – August - £200
- 771.11 Norse – Playing Field maintenance – August - £1,489.20
- 771.12 E.On – September - £151.98
- 771.13 Wortwell Community Centre – September - £14
- 771.14 Mazars 2013/14 Audit - £120
- 771.15 Mrs Pearce – September – Salary £305.60 Allowance £69.44, Expenses £37.66 = £412.70
- 771.16 HMRC – July/Aug/September - £148
- 771.17 Playing Field – 2nd Precept - £1,500
- 771.18 Norse – 2nd payment - £1,489.20
- 771.19 Mr. Reynolds – Groundsman – September - £200

771.20 Income

- 771.21 South Norfolk – Dr. Gray's Allowance - £200
- 771.22 Goodswens – July/August Newsletter - £10
- 771.23 South Norfolk – 2nd Precept - £5,284.50
- 771.24 Playing Field – 2nd Precept - £1,500
- 771.25 Earsham Football Club – August games - £52