

## **Minutes of the meeting of Wortwell Parish Council held at Wortwell Community Centre, on Monday 25 September at 7:30 pm.**

Councillors attending: Allison Copeman (Chairwoman) Margaret Colyer (Vice Chair), Robert Hadingham, Daphne Cook, Chris Shore, Julie Nutt and Dr Gray, District Councillor.

Four members of the public were in attendance.

### **1. Welcome by the Chairwoman**

### **2. Apologies**

Apologies had been received from Councillor Leggett, County Councillor Stone and Parish Clerk, Jane Pearce, who was still unwell.

### **3. Declarations of Interest**

A declaration of interest was noted from Councillor Hadingham regarding Agenda item 16E (Planning Application 2017/2080 Mr and Mrs J. Riches).

### **4. To approve the minutes of the meeting of 31st July 2017**

Dr Gray asked that the wording of Items 6c and d be amended with regards to his report; caravan 'north of A143' and 'South Norfolk Council'.

The minutes were then signed by the Chairwoman as a correct record.

**The members of the public attending the meeting requested that Planning Applications be dealt with at the beginning of the meeting.**

### **16. Planning Applications**

- a) 2017/2007 – P. Bliss – no objections
- b) 2017/1707 – Miss Anna Clark – Approved
- c) 2017/1947/8 – Mr Paul Randell – Sub Committee had commented 'Wortwell PC approved
- d) 2017/1639 – Mrs Kerry Wostear – Sub Committee approved the application and decision awaited
- e) 2017/2080 Mr & Mrs J Riches

Members of the public expressed their concerns about the planning application. The proposal is outside the development boundary and is not affordable housing, it would be situated opposite two Grade 2 listed properties, the 2 storey dwelling will be 2 metres higher than the neighbouring bungalow due to the slope of the land and will impinge on the privacy of neighbouring houses. The driveway to be used is currently prone to flooding with mud from the field running onto the road and this situation will only get worse, especially during the excavation phase. There are also safety issues around the pavement as this area is also a pedestrian crossing point. They will express their concerns to South Norfolk Council.

The Parish Council discussed the planning application and agreed that their response would be to refuse the application as they shared the same concerns as the members of the public.

At this point 3 members of the public left the meeting.

### **5. Reports from District and County Councillors**

#### **Report from County Councillor Margaret Stone**

#### **Infrastructure Projects**

In December 2016 three major road projects were agreed as priorities for the council – a third river crossing in Great Yarmouth, a bypass for the large south Norfolk village of Long Stratton and the Norwich Western Link a new stretch of road connecting the Northern Distributor Road, which is currently under construction, to the A47 west of Norwich.

The Long Stratton bypass project is linked to a proposal to create 1,800 new homes in the area. The village's Action Plan mandates that "the bypass will be completed before 250 of the new homes are occupied" and that "a substantive element of funding is expected to come from the developer".

The County Council has been working with South Norfolk District Council with the aim of jointly developing the Long Stratton bypass proposals with the developer. Most of the work to date has however been undertaken by the developer team and they have indicated that they are likely to submit a planning application in November 2017. On receipt of the planning application, both the County Council and the District Council will formally review and respond to the details.

The Hempnall roundabout is being treated separately and it is rumoured to be announced in the November Budget.

**Children's' Services:** Mental health link workers to provide early support for children with emerging mental health problems.

The new link service, which is one part of a wider project to transform children's mental health services in the county, begins as children return to school this week. The new link service will give schools and children's centres extra advice and support via a dedicated link worker.

The new **Norwich and Norfolk Eco Awards** is open from Monday 4 September and close on Friday 1 December.

**Combat loneliness: In Good Company Quality award.** This award has been launched to help combat the increasing problem of loneliness in the county and the first rounds of awards are due to be made this Autumn.

#### **Report from District Councillor Dr Murray Gray**

Harleston Car Parking. A Parish Poll has been done in Harleston with the options being 1 hour free parking, 2 hours free parking and no charge for parking. Although the turnout was only 15% the most popular option is that there be no charge for parking in Harleston. The decision will be announced at the end of October.

Parish Boundary. The occupants of Greenland Barn have applied to change the boundary so that their property moves from being in Wortwell to Alburgh. This has been provisionally approved and is out for consultation at the moment.

There are moves afoot for the amalgamation of South Norfolk Council services and Broadland District Council services. Details have not been worked out yet. If this is not achieved it might be possible to combine the services of both Councils.

Chris and Liz Shore, landlords of The Wortwell Bell, have been recognised by South Norfolk Council for having the best small village pub in the area. Congratulations were expressed to them.

Broadband - Broadband was due to be delivered to Wortwell by the end of 2017. This has now been delayed and it was suggested that a letter be sent requesting an update on the estimated current delivery time.

**Action Councillor Copeman**

#### **6. Chairwoman's Report**

Recruitment of new Clerk - Councillor Copeman advised that the position had been advertised in NALC, the Wortwell Mardler and posted on the Parish notice board on the Knoll.

Five applications have been received and 3 have been shortlisted for interview, having been selected by five Parish Councillors. Interviews will be carried out Monday 2<sup>nd</sup> October by Councillors Copeman, Shore and Nutt. Following selection, the successful applicant will require NALC/CiLCA training. There will be a cost for this which will be paid for by the Parish Council.

Jane Pearce has offered to help the new Clerk during the transition period.

## **7) Parish Councillors Reports**

Councillor Cook reported that the blocked drain outside Oak Hill on High Road has still not been done. Need to contact Highways to get this done.

Councillor Hadingham reported that the gullies between Says Barn and Mill Road need clearing.

The Clerk to be asked to email Highways with regards to the drains and gulley's.

**Action Clerk**

Councillor Hadingham also highlighted the difficult sloping access to the Redenhall cemetery. The new cemetery has no water supply. Councillor Hadingham asked if it was in order for him to raise these matters at the Cemetery meeting and agreement was given.

## **8. Clerks Report**

The Clerk had prepared some notes for the meeting.

VAT for 2016/17 amounting to £1229.52 has been paid into our bank.

Auditors have signed off Accounts for 2016/17.

Water installation to allotments and corner of car park - quotes dating from 2007 and 2010 when the Parish Council previously made enquiries to Anglian Water will be handed to Councillor Leggett.

## **9. Silver Festival**

Councillor Colyer said that a debrief meeting had been held between herself, Allison Copeman and Lua Leggett. The consensus was that the Silver Festival had achieved its goal in celebrating the Community Centre's 25 years and brought the Centre into focus to a wider public. The plaque unveiling in the foyer was carried out by Les Sandaman and Murray Gray.

The weather wasn't very kind to us but all of the stallholders said they were happy with the arrangements and the majority said they would like to participate at future events. The trailer used as a stage worked very well and musicians, Percy's Pearls, Indigo and Breeze Redwine said they enjoyed themselves. Food and drink outlets all provided excellent service. The Raffle and Silent Auction of Promises were very successful, as was the short mat/carpet bowling and the bowling green. The Ceilidh in the evening was hugely enjoyable. It would be useful to discover what the impact of the event is and the Bowls Club has already gained two new members. The booking clerk for the community centre will ask those booking the centre in future how they found out about the centre.

However, a few valuable lessons have been learnt including utilising the PA system more to advertise what was happening as the day progressed, improve signage within the Centre and externally. A list of items to consider purchasing in the future was drawn up i.e. large tent, display boards, freezer and PA system.

Councillor Copeman proposed that profits of just over £300 from the Silver Festival be given to the Community Centre with the suggestion that the funds be used to purchase items that would be useful for future events. Seconded by Councillor Cook.

A report about the Silver Festival will be put in the next edition of The Wortwell Mardler

**Action Councillor Copeman**

**10. Correspondence** – was handed out to Councillors

## **11. SAM Machine**

Councillor Hadingham reported that Barry Woods had resigned from Harleston Town Council and the post of Chairwoman has been taken by Frances Bickley. Councillor Hadingham will contact the Town Clerk as the PC still wanted to pursue access to their SAM machine.

**Action Councillor Hadingham**

## **12. Playing Field Issues**

- a) Councillor Cook gave her report for August – moles on field but the contractor has now visited the site. The bin on the old playing field - the inner bin has a dent in it. Councillor Shore was doing checks for September and Councillor Nutt will be carrying them out for October.
- b) Basketball Net – Councillor Copeman advised that the basketball was installed by FLP on 29 August and she was very happy with the quality of the new equipment. She had signed off the work and an invoice from FLP will follow.
- c) Norwich City football training – Invoices are still outstanding. The Clerk had emailed Jason on 2 August requesting immediate payment of outstanding invoices; the first dated 24 May covered training for April and May and amounted to £108. She then sent Jason a second invoice on 16 August amounting to £126 covering June and July. In spite of the notice on both invoices stating that they should be paid within 10 working days of invoice, they remain unpaid. The Clerk emailed Jason again this week requesting immediate payment adding that it would be shame if we had to take this further. At the Silver Festival, it was noticed that one of the new goalposts was missing. The Norwich City Skills Coach said he has it and will return it.
- d) Enquiry relating to hiring the field for coaching. Councillor Hadingham has been contacted by Steven Hicklin regarding the hiring of the football field for football training. Initially Mr Hicklin has twenty 2-5 year olds for daytime sessions but is hoping to start sessions in the evenings for 6-7 year olds. He has been given a price of £18 for a 2 hour session which is the same as that paid by Norwich City. No response from Mr Hicklin has been received to date.
- e) RoSPA Report – no major concerns but it was agreed to contact Fenland Leisure to quote for some maintenance to be undertaken on the zip wire and other minor issues raised by RoSPA.

**Action Councillor Copeman**

## **13. Recycling Report**

Councillor Cook gave her report for July/August. The Clerk has received the annual Recycling Agreement from South Norfolk Council which was approved

## **14. Ownership of Community Centre and Grounds**

The Lease and Trustee Deed dated 1990 has been obtained from Jackamans Solicitors and will be passed to Councillor Leggett for scrutiny. Councillor Leggett will report her findings to Wortwell Parish Council and Community Centre Management Committee.

**Action Councillor Leggett**

## **15. Bus Shelter**

In view of the increased costs from Shelter Store Solutions the quote is £5340. Councillor Copeman had contacted three other companies to obtain quotes. She will look through these quotes and report back at the next meeting.

**Action Councillor Copeman**

## **16. Planning Applications – see above**

## **17. Community Emergency Plans**

Councillor Nutt reported that she had only 3 people had expressed an interest in this matter at the Silver Festival. A questionnaire is to be put into the November/December edition of The Mardler.

**Action Councillor Nutt**

## **18. Community Waste Bin at Homersfield**

A request has been received from Homersfield Parish Council requesting we share the purchase a rubbish bin for the Norfolk side of the River Waveney. A map of the area and letter from NCC dated 11 November 1993 had been provided by the Clerk and showed that this land belongs to Alburgh and this was confirmed by Councillor Hadingham and District Council Gray. Councillor Copeman to email the Clerk of Homersfield PC to advise.

**Action Councillor Copeman**

## 19. Accounts

The Clerk had prepared accounts.

The Clerk has advised that she will prepare the Allotment invoices which are due to be sent out in October.

### Income

July: £220 from Litter pick

August: None

September: £1229.52 VAT, £30 newsletter advertising

### Expenditure

July: Eon Street Light Energy £121.52, TT Jones Street light maintenance £438.10, Street light repairs £110.20, Clerks salary £327.23, Clerks allowances £69.44, community centre hire £14, VAT to be reclaimed £115.74, Groundsman £243

August: Eon Street Light Energy £1125.57, Clerks Salary £327.23, Clerks allowances £69.44, Audit £50, Mardler £143, Knoll maintenance £180, Basketball net £176, VAT to be reclaimed £50.28, field maintenance £1443.08, New play equipment £634, Groundsman £243, VAT paid to be reclaimed £406.62

September: Eon Street Light Energy £125.57, Clerks salary £327.23, Clerks expenses £38.91, Clerks allowances £69.44, HMRC £106.80, VAT to p/field for VAT returns £808.69, VAT to be reclaimed £6.28, field maintenance £1443.07, Groundsman £243, Mole treatment £105, VAT paid to be reclaimed £288.61

## 20. Business for October's meeting

- Maintenance of Zip Wire
- Bus Shelter
- Ownership of Community Centre
- Re-branding of Community Centre
- Community Emergency Plans
- SAM Machine
- Redenhall Cemetery
- Water installation to allotments
- Tree Wardens report
- Cricket Pavilion – Councillor Copeman. The pavilion was used to sell sweets and ice cream at the Silver Festival and the organising committee thought it would be a useful asset for future events. Mick Fisher has quoted £200 for materials for the refurbishment of the outside pavilion. However this needs to be requoted to include the balustrades and boarding on the inside. Councillor Shore said we should have a clear idea as to how this building will be used in future before proceeding and it was agreed to give the matter some more thought.

The meeting was not adjourned as no members of the public were in attendance.

## 21. Close of meeting

There being no more business, the Chairwoman thanked everyone for attending and closed the meeting at 9.35pm.