

WORTWELL PARISH COUNCIL

MINUTES

A meeting of Wortwell Parish Council was held on Monday 28 June 2021 at 7.30pm

at the Waveney Room Wortwell Community Centre - One Member of the public attended.

1. **7.30pm** Welcome by the Chairman

Apologies from those members unable to attend.

To receive any declarations of interest (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting (Note: A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates and in this case the member may speak and vote, however if it is a prejudicial or pecuniary interest, the member should withdraw from the meeting whilst the matter is discussed.

Three members of the public were in attendance throughout the meeting with the exception of temporary withdrawals under the SNDC Village Cluster Plan

Mr Robert Hadingham declared a personal prejudicial interest in item 5 and withdrew from the meeting while Council discussed the proposal of the Knoll development owned by his family. RH returned to the meeting after the discussion was completed and council had voted on the agreed actions.

Mr Richard Bond presented his case to the council under section 5 and then withdrew from the meeting to allow Council to discuss and agree actions.

3. **Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meetings held on 24 May including:

3.1. Annual AGAR Meeting 2021

3.2. Annual Parish meeting 2021 will be approved at the APM in 2022

4. **Chairman and Councillor Reports**

4.1. Chairman reported that the SAM2 machine has recorded only very rare exceptions of cars exceeding the 30 mph limit and the machine is doing its job. Clerk to write and thank Police for their support in providing car cameras and prosecuting a significant number of drivers earlier in the Spring that were exceeding the limit. We will continue to monitor this.

Clerk to action

4.2. Lamppost 12 in Windmill Close is still causing issues despite the contractor reporting it to UK Power Network for line repairs. Lamppost 26 has had its angle changed satisfactorily but is now not working.

Clerk to action

4.3. The signpost at the pub is obscuring the view onto the Junction. Clerk to speak to landlady.

Clerk to action

4.4. Overgrowth of vegetation and Village image vs NoMowMay and requests for Councils to leave areas free for habitat and wildlife. Council discussed and agreed that the areas can now be mown - clerk to speak to Highways. Also the laurel hedge outside number 73 High Road is encroaching significantly onto the footpath. Owner to be asked to cut the hedges back. Lime trees have self seeded in the cut through to the back of High Road - clerk to write to Saffron Housing.

Clerk to action

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5. **South Norfolk District Council Cluster Plan** - Council discussed both approved and rejected proposals.

- 5.1. It was agreed that a sub group made up of Cllr Copeman, Cllr White and the Clerk Lua Leggett, compile a comprehensive response, based on unanimous agreement of Council, to the SNDC Village Cluster Plan. This to be approved before sending to SNDC and placed on website and notice board in due course for public view.
- 5.2. Council will support an increase from 5 houses to 6 on the Knoll and reject the increase to 10. Council will also support the plots put forward at Mill Field (6 dwellings and landscaped garden/dog exercise enclosure), Land South of High Road (3/4 dwellings in bungalow style) and Land next to Meadow Cottage (3/4 dwellings) Full details can be found in the Response document.
- 5.3. Council confirmed that they had no objection to Mr Bond delivering his proposals - it is a commercial decision of his own and he is entitled to market/publicise it in his own way. Mr Bond will be available to discuss his proposals via an Open Day to be held in the Community Centre on 17 July from 1.30pm to 5.30pm

Clerk to action

Cllr Hadingham and Mr Richard Bond returned to the meeting

6. **Playground and Recycling Centre Report** received and filed.

- 6.1. The bins will now revert to being emptied by councillors as SNDC no longer has the resources to do this. Clerk to write and thank them for their support during the pandemic. Other items picked up under open spaces report 8.2 below.
- 6.2. One of the bins has broken but is still serviceable - best not to lock it now.
- 6.3. Cllr Cook has kindly offered, with help from her partner Steve, to clean and tidy up the Recycling Centre area. Council thanked her for volunteering to do this.

Clerk to action

7. **Clerk and RFO Reports and accounts for payment Appendix A:**

- 7.1. Football practice to resume from July to September, Wednesday nights for one and half hours - £25 per session - Clerk to confirm approval from Council and provide BACS details to enable automated payments to be paid weekly to the Playing Field Account.
- 7.2. Cricket - a request to use the old cricket field for friendly matches has now been withdrawn and postponed until 2022. The cricket practice nets area will be tidied up. Clerk to speak to Land Agent Excite Solutions.

Clerk to action

- 7.3. Several Neighbourhood disputes have arisen over the pandemic period and are likely to be as a result of the stress and tension that the lockdowns have brought.

7.3.1. It is distressing for those involved and difficult to listen to some of the anti social behaviours that some people are demonstrating. However, it needs to be noted that the Parish Council is not able to get involved in these disputes as we have no legal training or jurisdiction.

7.3.2. South Norfolk District Council does have an Ombudsman and an Anti Social Behaviour Officer and issues should be directed to them. Council agreed to summarise the procedures to provide guidance, and publish these on the website, together with relevant telephone numbers or email addresses, in due course.

7.3.3. South Norfolk Police - Charlene Turner Evans is the ASB co-ordinator for Harleston.

Clerk to action

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- 7.4. Accounts under Appendix A agreed and expenditure approved, including agreement to annual renewal of insurance with Came and Co at a cost of £412.75. this is the final year of the three year agreement and contract will be reviewed in June 2022
- 7.5. Council operated a very 'tight' budget forecast in January to avoid undue pressure on increasing precept payments for villagers in the 2021/22 year: recognition of the impact that Covid has had on incomes for the last year - villagers being furloughed or laid off. Therefore the expenditure needs to be tightly managed this year. The Clerk took the opportunity to advise Council that Cashflow is under temporary pressure until October Precept Payment arrives. There have been a number of items of expenditure (including unexpected Street Light repairs), that are heavily weighted in the front end of the year that will not recur in the second half of the year. Reserves are in place but efforts will be made to avoid dipping into them. Clerk to submit an early VAT rebate return and chase Redenhall Town Council for Cemetery monies to alleviate pressure.

Clerk to action

8. Forward Planning:

- 8.1. **One million Trees Plan** The Clerk is in regular contact with the team at Norfolk County Council, offering to provide planting of trees for Wortwell. Council agreed that this project should be wrapped into the Open Spaces Working Party group to align with their plans to create a Wood and Forest School area at the bottom end of the Infant Site Playing Field.
- 8.2. **Feedback from Open Spaces Working Party:** Cllr Copeman presented a comprehensive report summarising the plans that the working party are putting together for the two playing fields and the Knoll space. A copy of their report is attached to these minutes.
- 8.3. **Feedback from Three/Five year planning committee:** Quotes have been received for benches and a number of other options including signage around the village. These will be deferred to November when funds should become available to progress this project.
- 8.4. Clerk reported that the Upgrades of Streetlights to LED lanterns have now been completed.
- 8.5. **Annual Insurance Renewal** - see item 7.4 Came Insurance - Council approved annual renewal expenditure £412.75 under three year agreement. Contract to be reviewed next year.

9. CCTV proposal for outside space at Wortwell Community Centre, Car Parks and Playing Fields: -

- 9.1. Council agreed to fund the installation of these security measures and have approved expenditure to a limit of £2000. At the same time the agreed donation to the CORE will be reduced to £1100 for the year 2021/22. AC proposed CW Seconded, voted 5/2 to approve.
- 9.2. Council has asked that the Trustees of the CORE take on the annual maintenance and running costs of the CCTV. Clerk to talk to the Trustees for their agreement and approval.
- 9.3. Cllr White to liaise with George Jarvis at NORSE for suitability of splay and vision of the proposed cameras including a monitored voice activated, interactive camera.

Clerk and Cllr White to action

10. **Planning Applications:** previously circulated: None

11. **Future meetings:** **Open Spaces and Trees**

South Norfolk District Village Cluster Plan

Open Day

Next Meetings: 26 July 2021 27 September 2021

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Close of Council Meeting: *10.15pm*

Signed:ChairmanDate

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APPENDIX A
ACCOUNTS FOR PAYMENT
June 2021

Accounts settled between Meetings

1.	M L Leggett Office equipment - headphones	102178	£33.24
2.	Norfolk Parish Training Support Training induction for new councillor	102179	£244.80
3.	Clerk Shortfall in salary payments April May and June 2021	102180	£86.37
4.	Clerk Annual Renewal of Microsoft Licence	102181	£59.99
5.	T T Jones Clean and Inspect Programme and replacement or remaining LED lanterns	102182	£3,255.64
6.	Clerk Reimbursement printer/scanner costs	102183	£66.49
7.	spoiled cheque to mardler - not required	102184	
8.	HMRC PAYE NI M3	102185	£115.59
9.	CAME & Co Annual Insurance Renewal	102186	£412.75
10.	Harleston and Redenhall Cemetery 12% share of costs of burials	102187	£172.80
11.	Wortwell Community Centre Hire of Hall 24/5/21 and 28/6/21	102188	£32.00
12.	Wortwell Community Centre Donation	102189	£2500
Total			£4,417.67