

# WORTWELL PARISH COUNCIL

## MINUTES

**A Parish Council Meeting of Wortwell Parish Council took place on Monday 28 November 2022 at 7.30pm**

at the Waveney Room Wortwell Community Centre

There were no members of the public in attendance

1. Welcome by the Chairman Cllr Clive Aylett

**Apologies** received from Mr Charles White (CW) District Cllr Savage and County Cllr Stone.

In attendance: Councillors: Clive Aylett (CA), Daphne Cook (DC) Allison Copeman (AC), William (Bill) Eddy (BE), Robert Hadingham (RH), Julie Worley and the Clerk Lua Leggett (LL) Gary Warmer (GW) Groundsman

*There were no declarations of interest (personal, prejudicial or pecuniary), regarding matters raised at this meeting*

There were no members of the Public in attendance but the new Groundsman Mr Warmer used this time slot to provide his report:

Mr Warmer provided a report to Council on the work completed to date since his appointment in August. Main focus has been playing catch up on the grounds which have suffered from a few weeks without a gardener in attendance and from the drought. Overgrowth of hedges that have been building up for several years have been attended to with the assistance of Mr Richard Bond - a task which the Council are very grateful to Mr Bond as he did this on an unpaid basis to help out the village. Clerk to send letter of thanks to Mr Bond. Moving forward the emphasis will be instead on maintenance jobs through the next two to three Winter months.

**Action LL**

The Chairman shared with Council his receipt of a letter of resignation from Councillor White. Due to circumstances he is moving away from the village - a copy of his letter of resignation expressing both thanks and regret is held with these Minutes. The Chairman will write to CW to express the deep gratitude that the Council has for all the valuable work he has contributed and he will be very greatly missed. AC to place a note of thanks in the Mardler for all the work CW did in the village.

**Action AC and CA**

As there is less than six months to the next Election there is no need to fill the subsequent vacancy and nomination papers will be obtained from the Monitoring Officer ahead of the next Election. Clerk to advise the Monitoring Officer of Resignation.

**Action LL**

2. **Minutes:** Council approved, Cllr AC signed (AC Chaired the October meeting in the absence of the Chairman) and the Clerk to retain in records, the Minutes of the meeting held on 31 October 2022
3. **RoSPA Inspection - PlaySafety Ltd Report - ZIP Wire -** Cllr AC confirmed that we are on the schedule of Play Safety Ltd for them to complete this work hopefully within the next few weeks. The previous date of 14/11 was cancelled by them due to poor weather conditions.
4. **Reports: All to be circulated in advance please:**
  - 4.1. Chairman- Reported that the Memorial Service was well attended with a turn out of 20-25 people on the Knoll.
  - 4.2. District and County Councillor - no reports received
  - 4.3. Parish Councillor reports:
    - 4.3.1.AC reported that the roof of the Football Pavilion is scheduled to be replaced on the 12/12 but that some work is needed ahead of this. Rails that have rusted need to be rubbed down and sealed and the rubbish inside disposed of. The former is urgent but the latter can wait until the Spring. Also boards

## WORTWELL PARISH COUNCIL

around windows need looking at. Working party of RH BE, CA will attend to this at 9.30 on Thursday 1/12/22 to review what is needed. They will also at the same time look at the wreckage of trees and debris on the Infant Site playing field (see 4.4 below) GW will look at what is needed with the metal bars in the pavilion.

**Action CA RH BE GW**

- 4.3.2., Memorial Bench- is still sitting in the garden of AC. GW to examine best way to secure it on the knoll from both a health and safety perspective and from theft protection. There is also new signage to be distributed around the village.

**Action GW and AC**

- 4.3.3.street lights- as only two members of the Public attended the Public Consultation and records show that only one complaint has been received about lighting and historically the villagers are very quick to report when a light is out, the decision by default is to continue with street lighting but continue to review over time. Meanwhile an increase in Precept will be required to maintain this service and the Clerk continues to explore ways of reducing the tariffs.

**Action LL**

- 4.3.4.RH reported that the Collection times for the post box on The Knoll have changed to 9am instead of 4.45 pm. Saturday collection 7am. - AC will place a note of this in the Mardler

**Action AC**

### **4.4. Recycling Centre, Defibrillator and Playground Inspections -**

- 4.4.1. Report from AC. It is very disheartening to see the destruction that has happened with the new wood planting as a combination of wilful damage and the drought has resulted in the majority of the trees failing. This has left a task to clear broken bamboos, plastic sleeves etc from the now long grass. The working party mentioned in 4.2 above will look at clearing this accompanied by DC.

**Action CA RH BE DC**

- 4.4.2. Clerk to request Excite Solutions to cut a deeper band of grass post the working party review.

**Action LL**

- 4.4.3. The defibrillator instructions has suffered weather damage - replace with a laminated copy

**Action LL**

### **4.5. Clerk and RFO report**

- 4.5.1.Accounts for Payment - see Appendix one attached - All payments approved including the advanced payments for HMRC in preparation of no December meeting.

5. **Warm space for Winter** - Council discussed the best ways to support the village during this economic challenge and in particular drawing attention to warm places of sanctuary and government support. Cllr AC had done a great deal of research in this area (for which the Council is grateful and thanked her for her efforts) AC will condense into an article for the January Mardler and the Website to signpost villagers to avenues of assistance.

**Action AC**

6. **Football Goals on New Infant Site** - need to be moved to prevent further damage to trees and protect balls from going over the perimeter fence repeating the issue earlier in the Summer.

**Action AC**

## WORTWELL PARISH COUNCIL

### 7. Finance Committee - Report back on Budget Recommendations

7.1. In the absence of the Chair of the Finance Committee the Clerk read the recommendations to the room. A copy of the report attached to these minutes

7.1.1. Forecast to 22/23 year end - Clerk predicts an overspend of circa £3.3K due to increased unanticipated costs

7.1.2. Final phase of Budget Planning for 2023/24 Financial Year has been completed projecting an increase of circa 12% on the Precept for the coming year equating to a £17 per household increase year on year. This will be fine tuned once other factors become clear before presenting on 9 January.

### 8. Planning Applications:                   Application Type: Listed Building Consent

**Ref 2022/2047**

**Proposal:** Re-roofing single storey lean-tos on west & east elevations, minor single storey extension of east elevations lean-to to form plant room, re-roofing bay window balcony & amended rainwater goods, replacement of bathroom window W11 to main house, replacement garden storage buildings and oil tank in bund pit

**Location:** Willow-Mere 25 Low Road Wortwell Norfolk IP20 0HJ   **Applicant:** Mr & Mrs Mellstorm

**Application Type:** Listed Building Consent

**Planning not contested by Council and no comments made.**

### 9. Topics for Future meetings: Election, New Auditor, Play Equipment, Pavilion

### 10. NEXT MEETINGS:

9 January 2023 - For setting and sign off of the Precept Only

30 January 2023- Normal Parish Council Meeting

# WORTWELL PARISH COUNCIL

## APPENDIX A ACCOUNTS FOR PAYMENT November 2022

HMRC	£326.23	PAYE NI November	Cheque. no 102265
HMRC	£188.15	PAYE NI December	Cheque. no 102266
Community Heartbeat Trust	£151.20	FPS annual costs for year 8	
Gary Warmer	£225.00	FPS Gardening and Maintenance - November	
Gary Warmer	£225.00	FPS Gardening and Maintenance - December (to be paid 31/12/22)	

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Signed

30/1/23