

WORTWELL PARISH COUNCIL

MINUTES

A meeting of Wortwell Parish Council took place on Monday 26 April 2021 at 7.30pm

Coronavirus lockdown in progress so meeting was held by ZOOM

No Members of the public attended

1. **7.30pm** The Chair, Mr Clive Aylett welcomed all to the meeting.

1.1. Mr White is unable to attend this first meeting but has submitted to the Clerk his signed Declaration of Acceptance of Office and has completed The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 20212 document which will be submitted to the Monitoring Officer.

There were apologies for absence from Mr Charles White and Mrs Julie Worley - emergency issues

In attendance: Mr Clive Aylett, Chairman (CA), Councillors: Daphne Cook (DC), Allison Copeman (AC), Robert Hadingham (RH), William Eddy (WE)

There were no declarations of interest declared.

2. **Minutes:** Council approved the Minutes of the meeting held on 29 March 2021. Chairman will formally sign when CoVid restrictions to permit and Clerk will retain in records. The meeting was not adjourned for public participation, there being no members of the public attending.

3. **Chairman's Report - CA reported:**

- 3.1. A villager will be holding tea parties to raise funds for the Guide Dogs Charity and the Council confirmed they will support in anyway that they can.
- 3.2. Chairman had presented Richard with the inaugural certificate for being our very first Wortwell Warrior. Richard was thrilled and a photograph will be in the next Mardler Magazine.
- 3.3. Chair CA and Cllr RH had spent two hours with the playground Zip Wire and tensioning tool. Contracts with Playground Safety have been reviewed.

4. **Councillor Reports:**

- 4.1. An update was received from District Cllr. JS that The Cluster Sites Public Consultation is shortly to begin but no actual start date is available yet. Site0057 is one those up for consultation but is not at the moment recommended. Clerk to respond to villager enquiry on this matter. It was agreed that Village Cluster Plan will form a regular agenda item going forwards to monitor any activity in this area.

- 4.2. DC reported a street light out, no 12 in Windmill Close - clerk to report to TTJ

Clerk to action

- 4.3. Monthly Safety Checks: Councillor Hadingham submitted his report.

4.3.1. Playing Fields and Play Equipment, Recycling Centre and Defibrillator Checks.

4.3.2. AC reported that her family had repaired the tear in the goal nets on the new playing field and submitted the Defibrillator report

5. **Clerk and RFO Report:**

- 5.1. **Accounts for payment** - Council approved all payments see attached schedule Appendix A

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5.2. Annual Accounts for Approval: The RFO presented the final Accounts for the 2020/21 financial year. Council formally approved the Accounts and confirmed that they be submitted to the Internal Auditor for review.

5.3. Council approved the appointment of Mrs Anne Barnes as the Internal Auditor for review of accounts in 5.3. above.

5.4. Councillor RH will attend Barclays in person to set in motion the required actions to appoint all councillors and the clerk as fully authorised signatories to the online banking process. This will enable Council to make payments online rather than by cheque and for the automated reconciliation between Barclays and XERO accounting software. Council formally approved these actions as they will enhance the audit trail between invoices, payments and accounting records. Clerk to provide bank details to RH

5.5. Councillors WE and CA will accompany the clerk on a Survey with NORSE to understand the best security options for protecting the outside space at CORE carpark and playground areas. Clerk to arrange appointment

Clerk to Action

6. The Clerk reported back to Council that the annual accounts were approved in the Charity Meetings held on 19/4/21 and will be submitted to the Charity Commission on behalf of the Trustees.

Clerk to action

7. Proposal to form new Playground and Open Spaces Committee - After some discussion regarding play equipment, the playgrounds and future proofing these areas, Council agreed to a working group being set up to be known as the Play Ground and Open Spaces Working Party. Cllr AC, CA, JW and CW to be initial group to look into options and feed back to Council. This will be an informal working party and not a committee. A balanced view needs to be sought that suits the demographics of the village and will form the basis of ongoing consultation. First meeting to be Monday 3rd May

8. Following the removal of the cricket pavilion due to vandalism and the antisocial behaviour surrounding it, a plan is being formed of what can take its place. Council authorised that a budget of up to £750 will be taken from CIL monies for its rebirth into a small garden and seating area. Authority delegated to the Clerk to compile a design and costing report ahead of completion.

Clerk to action

9. Planning Applications: previously circulated: ~Approved

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|-------------------|---------------------------------------------------------------------------------------------|
| 2021/0820 | Applicant: J M Gray |
| Location: | Says Farmhouse, 11 Low Low Road Wortwell IP20 0HJ |
| Proposal: | Erection of single storey rear extension and replacement of roof lights with dormer windows |
| Application Type: | Listed building consent |

10. Future meetings:

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|--------------|-----------------------------------------------------------------------|
| 24 May 2021 | Annual Parish Meeting and Annual Parish Council Meeting - AGAR report |
| 28 June 2021 | |

Close of Meeting: 21.07pm

Signed: **LUA LEGGETT**

Clerk and RFO

*Venues of meetings dependent on ongoing CoVid19 regulations

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APPENDIX A ACCOUNTS FOR PAYMENT March 2021

| | | | |
|----|---------------------------------------------------------|-----------------------------|---------|
| 1. | James Shore Annual Renewal email domain | 102167 | £159.00 |
| 2. | A Copeman Wortwell Mardler Newsletter printing costs | 102167 | £145.20 |
| 3. | NPTS Subscription | 102168 | £252.57 |
| 4. | NALC Subscription | 102169 | £180.33 |
| 5. | T T Jones | 102170 awaiting invoice | |
| 6. | HMRC | 102171 awaiting Calculation | |

Total **£**