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**Minutes of a meeting of Wortwell Parish Council held at the Wortwell Community on****Monday 27th January 2020****The meeting began at 7.00pm with a demonstration of CPR by our local Community First Responder Mr Jim Whiteside. The meeting proper then began at 7.50pm**

Present: Chairman Councillor Aylett (CA) Councillors: Colyer (MC) Cook (DC), Copeman (AC), Eddy (BE), Hadingham (RH) Worley (JW)

**There were no apologies**

*There were no declarations of interest (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting*

1. The chairman began by welcoming everyone to the meeting. With all councillors present there were no apologies necessary.

*There were no 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.*

2. **Minutes:** Council approved, Chairman signed and the Clerk will retain in records, minutes of the meeting held on 6th January 2020

There being no members of the public present the meeting was not adjourned

3. **Matters arising:** meeting 25th November 2019

8.2 Gatepost to allotments (see WPL 1.below)

10.2 Cuckoo Lane: CA reported back on the meeting held with the clerk, a villager, the highways engineer and himself. Cuckoo Lane will be reviewed for ongoing maintenance and logged for regular checks. The weather has been exceptional but we are told that this may become more regular - Highways will monitor. See item 5.2 below

10.3 Dog Fouling - Continues to be an enormous problem throughout the village. A concerted effort including new signage, fines and more bins will be made to eradicate this issue. see item 6 below.

11.2 Wortwell Parish Lands Charity - water supply charges (see WPL2. below)

11.4.1 Contracts (see WPL3. below)

12.1 Notice Board for playing field - protracted process but sign should arrive within the next two weeks.

**The Parish Council meeting was adjourned at 8.10pm to allow the Trustees of the **Parish Lands Charity** to discuss and agree steps under points Items 8.2, 11.2, 11.4.1 as the sole managing trustee of the charity.**

*WPL1: 8.2 Costs presented by Mr C Thomas for the extended gate to be added to the allotment entrance, were agreed and Clerk to instruct Mr Thomas to carry out the work required: £340.97. The cost will be taken from the Wortwell Parish Lands account.*

*WPL2: 11.2 It was confirmed that all allotment tenants are aware that the water supply costs are in addition to the letting fee for each plot. The clerk will closely monitor the water meter over the first 12 months*

*to manage usage and ensure tenants who use the supply are aware of the costs as the year progresses.*

*WPL3: 11.4.1 All contracts have now been returned with the exception of plots 4 and 5 which the Chairman is in correspondence with the tenants about. A deadline for its return will be instigated - mid February after which the charity will reserve the right to remarket the plots.*

*WPL4:Note: there are now two names on the waiting list. councillor RH to provide clerk with the contact information for the third.*

*WPL5: Trustees also agreed to let the small 50square meters of land near the entrance to the allotments to Mrs CL at a cost of £15 pa. being 1/5th part of a full size plot.*

*WPL6: All these items will be picked up at the next full WPL Charity meeting scheduled for 16th March 2020.*

*The WPL trustee meeting was closed and the **Wortwell Parish Council meeting re-convened at 8.30pm***

#### **4. 75th Anniversary end of WW2**

**4.1.** Update on Grant Covenant Form - Clerk shared that the fund declined to cover the event for refreshments but she will go back to request support for further decorations and promotion.

**4.2.** Update on Event - Chairman updated the council on the meeting held earlier today with the VE committee (cross committee including Council, Events Team of Community Centre and Chapel) Organisation is moving at a pace and he expressed admiration for the way MC's team have thrown themselves into the event. A 1940's themed event open to all villagers by invitation including music, dancing and buffet food. The cash prize of £100, based on individual entry tickets, will come from precept funds as it is a villager benefitting from a village event and is closed to outside Wortwell residents. The budget set aside £500 in total for this event. Proposed, seconded and unanimously approved expenditure.

AC proposed we seek sponsorship for the cash prize and other areas. There was no conclusion in the meeting as to who would take responsibility for organising this. Carry forward to February agenda and discuss at the next VE working group meeting

**Clerk to action**

#### **5. To receive reports and agree any necessary actions:**

**5.1. Chairman's report:** Chairman circulated the SAM2 results. Generally speeding has reduced dramatically since the machines were put in place but there is still an issue entering from either end of High Road at rush hour points. Homersfield end is the worst. Clerk will feed back to local traffic police that hot spots continue.

**clerk to action**

#### **5.2. Parish Councillors' reports:**

**5.2.1.Councillor Hadingham reported on Flooding issues** see notes on Cuckoo Lane above. There is a bar building across the bottom of Cuckoo Lane causing flooding to spread along Low Road (photograph shown of flood near farm buildings)

**5.2.2.** Additional flooding hot spots are: drain at the top of Mill Lane, drains under footpath on curve of low road from Mill Lane round to Says Farm

**5.2.3.** RH also reported street light out no 3 - **clerk to advise TTJ**

**5.2.4.** Hedges overgrown on High Road by Oak Hill - **clerk to speak to JB**

5.3. **Clerk's Report:** previously circulated report for information only.

5.3.1. Flagpole - Having considered this further the Council has decided not to proceed with a flagpole for the village. Clerk to thank villager for offer of loan of pole.

5.3.2. flytipping at the recycling centre - large amount of panes of glass left by the bins

**clerk to action**

5.4. **Playing Field and Recycling Centre:** reports and agree any necessary action

5.4.1. KIV rust on slide - carry forward to the Spring.

5.4.2. February Cook, March Worley - Clerk circulated a new rota to the end of 2020 and reminded Council of the value of these checks for insurance purposes in case of accidents.

5.5. **Financials:**

5.5.1. **RFO Report:**

5.5.1.1. **VAT return £1820.66** Council confirmed the allocation to be between the WPL charity, the Playing Field charity and in reserve towards cost of lighting upgrades.

5.5.1.2. **Accounts for payment schedule:** Council to approved and signed cheques for distribution by clerk. A schedule is filed with these minutes

5.5.1.3. Resolution passed for NEST and pension enrolment of clerk with effect from April 20

6. **Three Year Plan** - Linked to the issues around the Dog fouling - council agreed that the Finance and Budget committee picks up the compilation of a new three year plan for both progressive improvements to the village and management of the budget for such improvements. Dog fouling is one area to tackle and will be picked up by this committee: RH WE DC CA and the Clerk to comprise this committee going forwards. There will be a quorum and therefore authorisation for decision making.

6.1. **First meeting date agreed 4.30pm 12th March at Wortwell Hall Barn.**

7. **Policy Review** - Financial Regs and Standing Orders approved - AC to upload to website with a review date for February 2021

8. **GNLP** - The Chairman provided an update on the meeting that he and councillor JW attended. A copy of his report is attached to these minutes and will be filed on the website. There will be village clusters going forwards. SNDC will formulate a separate consultation based on a new proposal over the next twelve months. Council will need to continue to be vigilant on watching this area.

A sign will be posted on all notice boards advising of the **GNLP CONSULTATION drop in on FEBRUARY 28TH from 2.00PM TO 6.00PM** All villagers are welcome to drop by and share their views - the same sign is on the website.

This meeting clashes with Pathways training for the clerk - Council agreed she should attend this training as the Chairman will attend the consultation on behalf of the Parish Council.

9. **Correspondence:** copies of the new Contractor and HR Policies will be circulated and views provided to clerk **by email** including review of remaining policies **from website**

**10. Planning Applications received since last meeting: NONE**

**10.1. Approval given for agricultural buildings on agricultural land East of High Road**

**Next meeting Dates:** Parish Council Meeting  
Monday 24th February 2020 - 7.30pm

**Items for next meeting**

GNLP  
VE DAY  
Painting programme for play equipment

Signed: *LUA LEGGETT*

Wortwell Parish Clerk and RFO

**Close of Meeting at 9.40pm**

Signed: \_\_\_\_\_ Chairman 24th February 2020