

MINUTES

The Parish Council Meeting of Wortwell Parish Council

took place on Monday 31 July 2023

at the Waveney Room Wortwell

Community Centre

The meeting opened at 7.30pm

Welcome by the Chairman Clive Aylett welcomed five members of the public to the meeting. Apologies were received from Cllr Bill Eddy. Cllr Trevor Graham

Present: Clive Aylett Chairman (CA), Hazel Carter (HC), Allison Copeman (AC), Daphne Cook (DC), Robert Hadingham (RH) Julie Worley District Cllr James Eddy (JE). In attendance the Clerk Lua Leggett (LL).

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

CA confirmed that items that the public attending wished to discuss were: the provision of a new dog bin (on the agenda) and an item to be amended in the Minutes from June and the creation of a new speed watch team.

Minutes were amended to include the surname of Mr Kevin Vincent (KV). Council then approved, Chairman signed and Clerk to retain in records, minutes of the meeting held on 26 June 2023

39 Annual Governance and Accountability Return Public Rights period has concluded, and papers can now be archived to website.

40 Councillor Reports

40.1 CA confirmed that a review had been conducted of the Asset Register against the template provided by the Insurance Company and insurance values as recommended by Internal Audit all policies against website. **Clerk to submit to AIBL**

40.2 RH reported a Pothole outside Says Farm

40.3 RH reported anti-social behaviour with a continuation of graffiti. Chairman to pick up with ongoing enquiries with Police.

40.4 Dog Bin for Low Road. RH reported and member of public preset re-iterated the need for a dog bin was promised a year ago. Clerk explained it was budgeted for in January but Council had to wait until the new financial year to action. Email sent on 5 April to Highways only responded to in late July with a query as to the location being outside of the village boundary and land ownership. Cllr JE agreed to speak with the Environment team at SNDC for advice as to where in Low Road will be an acceptable location and included on the collection rounds. **JE to action**

40.5 AC referred to the Community Fund Lottery application being successful and the sum of £7990 has been awarded for the purchase of outdoor gym equipment. This is a donation to the Old Playing Field Charity (OPF Meeting 31/7/23 minute reference 4 refers) AC will compare Caloo with the other providers in her research to confirm that they are the preferred provider and if used will select blue/silver equipment. The Open Spaces Working Party will convene later in August to confirm. **AC, RH & JW to action**

40.6 DC reported that the stile crossing into Meadow Field from the New Infant Site playing field needs to be repaired or replaced. **Clerk to contact Richard Bond**

40.7 JW reported that there is a broken rail on the trim trail **Clerk to add to KV list of jobs for August**

40.8 Complaints of overgrown hedging throughout the village. Despite requests from the Clerk a number of pathways are now impassable, and hedges are encroaching onto pavements. Council agreed to place a plea in the next Mardler for property and landowners to please ensure that their hedges and plants remain inside their own boundaries and that public footpaths are cleared of overgrowth to enable walkers and ramblers to pass freely. A period of amnesty throughout September and October will apply. Thereafter if not dealt with the Council will have to approach the SNDC enforcement officer who will resolve and pass on any costs to the landowner or property owner. **AC to action Mardler.** A member of the public offered to add his own 'doggie take' to the matter.

41 Recycling Centre, Defibrillator and Playground Inspection JW

41.1 JW reported Issues with the collection of glass bins – it proved to be an IT issue at the depot that has now been resolved.

41.2 Dry foliage in dug out cleared where somebody had attempted to light a fire.

41.3 Toddler swings cleaned but need some attention to wearing shanks and exposed nest swing cable needs attention.
Clerk to pass to KV

42 Clerk and RFO report – circulated in advance

42.1 Administration, Management and Compliance Report – circulated in advance a copy of the report is held with these minutes.

42.2 RFO reported that the Cashbook, Bank Account and Budget report was reconciled – a copy was circulated, The Council remains within a £1000 variance of budget and forecast.

42.3 Accounts for Payment due this month- appendix 1 were all approved for payment.

42.4 HMRC Payroll returns completed: PAYE NI NEST

42.5 RH reported that the Internal Control Check and Bank Reconciliation had been conducted for Q1 or the 23/34 f/y. He reported that the books were in safe hands and commented on the excellent way the books are being kept.

43 VESPA – Village Energy Sustainability – Project Analysis – the clerk confirmed that a bid is going in to fund an application for a Feasibility Study to look at the best ways to harness renewables and offset costs for implementation of village amenities and ongoing sustainability of existing assets. Clerk will report separately on VESPA as it develops.

44 RoSPA report: Clerk to plan with KV to attend to all the recommendations of the report.

45 Planning Applications: none at time of publication

Meeting was adjourned to permit public participation:

Richard advised the room that £2500 is required to raise a guide dog and if he can raise the remaining £1500 to add to his already raised funds, the puppy will be named Wortwell.

Sam advised that she has a number of villagers who would be willing to form a new speed watch team. CA will liaise with Sam regarding the process as he already started looking into the with the police. CA to revert to SH in the first instance and report to the next meeting. Should training be required CA will advise LL to organize and liaise with SH.

FUTURE MEETINGS: 25/9/23 30/10/23 27/11/23 8/1/24 Precept 29/1/23 26/2/24
25/3/24 29/4/24 (Annual Parish Meeting)

Lua Leggett Clerk and RFO lua@wortwellpc.org.uk

ACCOUNTS FOR PAYMENT

HMRC	PAYE NI M2	Ref 24_019	£191.80
NEST	Pension M2	DD	£ 35.90
Pattles Grove Group Ltd		Ref 24_020	£ 15.87
M L Leggett Mileage		Ref 24_021	£ 18.00
Roberts & Son Mardler		Ref 24.022	£177.00
T T Jones Electrical Ltd		Ref 24.023	£276.56
Total BACS payments made			£715.13

RECEIPTS RECEIVED

£7990 Grant Donation received from the Awards for All Lottery Funding – credited to Parish Council Account but for use of the Wortwell Old Playing Field Charity.

Signed: _____ Date: _____