

## AGENDA

You are summoned to a meeting of the Parish Council Meeting of Wortwell Parish Council  
on Monday 29 January at 7.30pm at the Waveney Room Wortwell Community Centre  
Members of the public are welcome to attend.

- 1) **Welcome by the Chairman**
- 2) **Councillors:** C. Aylett (CA) Chairman, H Carter (HC), D.Cook (DC), A Copeman (AC), W Eddy (WE), R Hadingham (RH), J Worley (JW)
- 3) **Guests:** District Cllr T Graham (TG), District Cllr J Eddy (JE), County Cllr B Stone (BS), Maintenance K Vincent (KV) Speed Watch S Homewood (SH)
- 4) **In attendance:** L Leggett Clerk (LL) M Colyer Locum Cover (MC)

- 5) To receive and accept **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.*

**Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meeting held on 27 November 2023 and the 8 January 2024

### Matters arising:

*The Meeting will be adjourned for 10 minutes to permit Public participation. Please note that members of the Public **may not comment on agenda items during the course of the meeting** but there will be an opportunity to comment or ask questions at the end of the meeting.*

- 6) **Appointment of Locum cover Mrs M Colyer**

- 7) **Planning Applications Received:** none received to date.

### 8) Reports:

i.	Councillor Reports: County, District	BS TG JE
ii.	Policies and Procedures – now:Financial Regs Standing Orders- all others 2025	HC
iii.	Maintenance and gardening Report including likely expenditure	KV
iv.	Incident Reports (if any)	All
v.	Assets and Street Furniture Report	DC
vi.	Speeding and SAM2 Report	CA
vii.	Defibrillator Report	JW
viii.	Playground Inspection Report (fort maintenance)	JW
ix.	Outdoor Gym Equipment Report	JW
x.	Recycling Report	JW
xi.	Street Lighting Report	WE
xii.	Financial Report and Clerk Report – Internal control check Q3	LL
xiii.	Accounts for Payment	LL
	HMRC HMRC PAYE NI M10 £229.56	
	Roberts & Son Mardler Jan Feb £187.00	
	<b>Total BACS payments made £416.56</b>	<b>Cllr to release</b>

### 9) Biodiversity Responsibilities

- a) Implementation of Environmental and Biodiversity Policy – to be approved and adopted. AC
- b) Nature Recovery update from working party – RH

- 10) **Mardler** – Responses via Website and Clerk AC LL

### 11) Speed-watch

- a) update from Chairman re Police Checks CA
- b) update from SH re Village speed-watch team SH

- 12) **Village Energy and Sustainability Project** – Capital Funding - VESPA update LL

*Meeting will be adjourned to permit further public participation:*

13. **Upcoming meetings:** 26/2/24 25/3/24 Annual Parish Meeting 29/4/24