

Broadband – Before the Parish Council meeting began, the Chairman welcomed Karen O’Kane, the Programme Director for better Broadband for Norfolk and approximately 50 Parishioners to the meeting to receive an update on faster Broadband for our village. Karen explained that the new roadside cabinets that are installed serve very localised areas. These have to be situated to receive maximum coverage for the money available. There will be a pair of cabinets going in during 2016/17 under the first part of a new roll out. Wortwell will be included in this and will be receiving Superfast Broadband by the end of 2017 at the very latest. The Chairman thanked Karen O’Kane for attending the meeting.

Minutes of a meeting of Wortwell Parish Council held in the Community Centre on Monday the 30th November at 8.40pm

Councillors attending – Robert Hadingham (Chairman), Allison Copeman (Vice Chairman), Margaret Colyer, Lua Leggett and David Moore.

Also attending – District Councillor Dr. Murray Gray, 1 member of the public and the Clerk Mrs. Jane Pearce.

994 Apologies

994.1 Apologies were accepted from Councillors Daphne Cook and Jayne Moore due to family commitments and also from County Councillor Margaret Stone.

995 Declarations of Interest

995.1 None

996 To approve the Minutes of the October meeting

996.1 These were signed as a correct record, by the Chairman.

997 Reports from District and County Councillors

997.1 No reports available.

998 Chairman’s Report

998.1 **Conifer hedge on High Road** – This had now been cut back

998.2 **Redenhall Municipal Cemetery – Two interments taking place together** – Enquiries had been received from Harleston with Redenhall TC. They requested our views on:

1. *“A request for a double plot and both interment of ashes to take place together (husband and wife) – no funeral directors involved – council maintenance staff to prepare the ground before and after the burial – it has been suggested that the charge for this should be £110 for the plot + £40 for staff preparation time – no digging charge has so far been added to the rules and regulations but it has been envisaged that it will be included once all parties are in agreement and it has been discussed at council”.*
2. **Reservations** – *“A request for a double plot, one burial to take place only, and the reservation of the three plots for family members – again we have no policy on this for interments (only burials) and the suggested reservation fee has been put forward as £45 per plot (this is deposit only, remainder of cost applicable at the time will be payable at the time of interment)”*. Councillors agreed to these proposals. **Action Clerk**

998.3 **Faulty Street Light** – The Clerk to report a faulty street light no. 18 on Low Road.

Action Clerk

998.4 **Repairs to swings on old playing field** – Mr. Goodswen had now completed repairs to the swings on the old playing field.

998.5 **Remembrance Sunday** – He (Chairman) had forgotten to put bollards on the Knoll to stop cars from parking, but all had gone well.

998.6 **Hedges on Tunbeck Road** – Agreed that the Clerk should contact Mr. Bond and request him to cut back all the usual hedges on both playing fields and also the allotments.

Action Clerk

999 Parish Councillor’s Reports

999.1 **Councillor David Moore**

999.2 **"No Dog" signs** – He agreed to erect the various "No Dog" signs over the Christmas holidays.
Action Councillor David Moore

1000 Clerk's Report

1000.1 **Memorial Bench to Jay Wright** – The family had removed the seat for re-furbishment.

1000.2 **Use of Floodlights** – It was pointed out to Councillor Copeman that it would cost £7 per session, to hire the floodlights. She thought that this was too much and would take the matter no further.

1000.3 **Litter Pick** – Councillor Copeman and members of her family had collected 3 bags of rubbish during their village litter pick.

1000.4 **Bollard at the Homersfield junction** – Notification from Highways Department saying *"their inspector had re-erected the bollard several times in the past few months but it kept getting hit. Last time, the base was so badly damaged, he couldn't re-attach it to the bolts. He ordered a new one and we're waiting for it to be delivered"*.

1000.5 **Fence between the Bell and Bell Meadow** – Councillor Hadingham agreed to repair a broken fence post.
Action Councillor Hadingham

1000.6 **The Bell – Fiesta Car** – The car, parked behind the Bell, had been removed.

1000.7 **Bell Meadow** – Councillor David Moore to repair the stile on Bell Meadow, during the Christmas holidays.
Action Councillor David Moore

1000.8 **Dog Fouling on new field** – Councillor David Moore to request the new "No Dog" signs from Councillor Cook, and erect them during the Christmas holidays.
Action Councillor David Moore

1000.9 **Waveney Village signs** – Dr. Gray reported that four designs had been submitted to Norfolk County Council. Information on costs awaited.

1000.10 **Speeding on High Road** – Information awaited from the Police on the data taken from the Air Tubes, which had been laid adjacent to Willow Close during October. Councillors reported recently seeing Police in the village with a Speed Gun.

1000.11 **Signatories to sign Parish Council cheques** – A further letter received from Barclays requesting further details from Councillors Hadingham and Copeman
Action Councillor Hadingham
Action Clerk

1000.12 **HSBC Money Market Account** – Both Councillor Leggett and an investment manager had looked at the document. They agreed that the document appeared to be relevant to an offshore or foreign investment relevant to the United States. The Parish Council is a non tax payer so the document was not relevant to us. Both the Chairman and Vice Chairman had signed the document, pointing out this fact.
Action Clerk

1000.13 **Overgrown Horse Chestnut tree** – The Chairman had inspected the tree and agreed that Mrs. Hardy was entitled to cut back branches which were overhanging her property. The Clerk had informed Mrs. Hardy.

1000.14 **Footpath behind the Bowling Green** – The Groundsman had now removed the overgrown vegetation from the footpath.

1000.15 **Future Audits** – Notification from NALC that the Audit Commission is to be abolished and a new regulatory framework is being introduced in 2017/18. Copies of the document had been sent to all Councillors. It was agreed that we should remain opted in to take advantage of group audit fee savings.
Action Clerk

1000.16 **Defibrillator** – A new cheque for £150 to be issued in support of this appeal. **Action Clerk**

1000.17 **Live Music and outside events at the Bell** – Following two meetings between Councillors Colyer and Leggett and Mr. and Mrs. Shore, at The Bell, a full and frank discussion took place on how the Parish Council and The Bell can work together to ensure future events are both successful and well managed for the benefit of the community of Wortwell. Supporting The Bell as a successful 'hub pub' is an important element of that discussion. A full report of the meeting and proposals for forward

collaboration was set for discussion at the extraordinary meeting of the Parish Council on the 14th December

- 1000.18 **2016/17 Precept** – The District Council didn't meet until the week beginning the 14th December to discuss the Tax Base for 2016/17, so it was agreed to hold an Extraordinary meeting on Monday, 11th January 2016 at 7.30pm to discuss the Precept for 2016/17. Copies of a draft document relating to the precept had been prepared and were distributed to all members by the Clerk.

1001 Correspondence (for information only)

- 1001.1 Wicksteed Playgrounds – Wicksteeds Fitness Equipment
- 1001.2 Clerks and Councils Direct – November 2015
- 1001.3 NCC – Access to high-speed Broadband
- 1001.4 NCC – Better Broadband for Norfolk – Information Sheet 22 (3rd November 2015)
- 1001.5 Norfolk Police – Not able to produce crime statistics at present

1002 Live Music at the Bell

- 1002.1 As it was getting late, it was agreed that Councillors Colyer and Leggett would present their report at an Extraordinary on the 14th December at 7.30pm

1003 Playing Field

- 1003.1 In weekly reports for November, Councillor Leggett told the meeting :

- Person(s) unknown had tried to enter the football pavilion on old field. Councillor Hadingham to request the key of the Pavilion from Mr. Perry.

Action Councillor Hadingham

- Broken guttering from the cricket pavilion has been moved behind the building.
- Litter bags had been changed.

- 1003.2 Councillor David Moore to prepare weekly reports for December.

Action Councillor David Moore

- 1003.3 Councillor Copeman to prepare weekly reports for January.

Action Councillor Copeman

- 1003.4 **Report from the Fund Raising Committee** – A revised quotation had been received from The Children's Playground Company amounting to £12,596 for the Zip Wire and a Junior Swing and a quote for the same had been received from Playdale amounting to £14,539.70.

- 1003.5 Proposed by Councillor Leggett and seconded by Councillor David Moore that we accept the quotation from The Children's Playground Company amounting to £12,596. All in favour. Councillor Copeman to place the order:

Action Councillor Copeman

- Waiting time is 6/8 weeks.
- 50% of the cost to be paid with the order and 50% on completion of works.

- 1003.6 **Request from Norwich City Football to use our facilities for training. – (Additional Agenda Item)** The Clerk had received a request from the Club for permission to use our facilities for training on the old field on Wednesday and Friday evenings, commencing January 2016. (The request had been received after the November Agendas had been distributed). Councillor Leggett agreed to meet their representatives on the field on Friday, 4th December at 4pm to discuss the proposal. She would be accompanied by Mr. Mike Whitehouse, the Chairman of the Community Centre, Management Committee as toilet and changing facilities would be required. She would report back to the Parish Council

Action Councillor Leggett

- 1003.7 Harleston Youth football club would be using the training facilities on Friday evenings until the end of February 2016.

1003.8 Recycling Centre

- 1003.9 Councillor Leggett reported that bottles had been left at the Recycling Centre and she had deposited them in the bins.

1004 Joint Meeting of five Parish Councils

- 1004.1 Mr. Geoff Doggett would address this meeting on Monday, 13th June at 7.30pm in the Conference Room. Our District and County Councillors would be invited to attend and also the local police. Coffee and biscuits would be served at the end of the meeting.

1005 Family Christmas Party

- 1005.1 Councillor Copeman said that arrangements were well in hand for the party. She would be contacting the District Council for a £250 grant towards the event. Councillors Leggett agreed to put up posters and Councillor Colyer would request raffle prizes from local businesses

**Action Councillor Copeman
Action Councillor Leggett
Action Councillor Colyer**

1006 To appoint a Trustee to serve on the Town Lands Charity

- 1006.1 Councillor David Moore agreed to act as a Trustee on the Town Lands Charity until November 2019. Clerk to notify the Clerk Mrs. Dawn Staff.

Action Clerk

1007 Capital Funding

- 1007.1 Councillor Leggett reported that she had submitted the application for grant funding to the District Council and had been informed that we had passed the first hurdle. We should hear whether our application has been successful before the end of the year. The District Council were expecting three other applications however.

1008 Precept for 2016/17

- 1008.1 As the District Council did not meet to discuss the cost of the Council Tax Support to each Parish and Town Council until the week beginning the 14th December, it was agreed to hold an Extraordinary meeting on Monday the 11th January at 7.30pm to agree the Precept for 2016/17. The Clerk distributed a discussion document to all Councillors.

Action Clerk

1009 Planning Applications

- 1009.1 **2004/0254 – The occupier of the caravan (parked off the Bypass).** The District Council are currently carrying out further investigations.
- 1009.2 **2015/2520 – Enterprise Inns – An application to replace an external door at The Bell Public House, 52 High Road, Wortwell.** The Parish Council sub committee had said that *“the replacement door is sympathetic to the style and character of the building”*
- 1009.3 **Farmers Kitchen at the Dove Restaurant, Station Road, Wortwell IP20 0EP.** An application had been received requesting the Parish Councils views on a “Premises Licence” for the Farmers Kitchen at the Dove Restaurant, Station Road, Wortwell. The sub committee had no objections.

1010 Accounts

- 1010.1 Copies of budget figures and all payments made to date, including current bank statements were circulated and approved by members.

1011 Business for the January meeting

- 1011.1 Councillors to let the Clerk know of any items they would like included on the January Agenda.

1011.2 **Close of Meeting**

1011.3 There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.10pm

1012 Payment of Accounts

1013 Expenditure

1013.1 E.On – Street Lighting – November - £147.07

1013.2 Community Centre – November - £14

1013.3 Mrs. Pearce – Salary £318.63, Allowance £69.44 = £388.07

1013.4 Community Heartbeat Trust (Defibrillator) - £150 (From Section 127 monies)

1013.5 Mr. Reynolds – 6 hours – November - £48

1013.6 Income

1013.7 Allotment Rents - £88