

Minutes of a meeting of Wortwell Parish Council, held in the Community Centre on Monday, 27th March 2017 at 7.30pm

Councillors attending – Allison Copeman (Vice Chairman), Margaret Colyer, Daphne Cook, Lua Leggett, Julie Nutt and Chris Shore.

Also attending, County Councillor Mrs. Margaret Stone, District Councillor Dr. Murray Gray and the Clerk, Mrs. Jane Pearce.

56 Apologies

56.1 Apologies were accepted from the Chairman, Robert Hadingham, due to family illness.

57 Declarations of Acceptance

57.1 None

58 To approve the January Minutes

58.1 These were signed by the Vice Chairman as a correct record.

59 Reports from our County and District Councillors

59.1 County Councillor Mrs. Margaret Stone reported:

59.2 Council Tax has been increased by 4.8% of which 3% will go directly to adult social care services. Consideration is being given into making schools pay for excluded children rather than social services. Schools still receive money from government (£4,500 per pupil) even though they no longer teach them. Schools will be £11 million over budget this year. We have increased money available to ensure vulnerable children are protected.

59.3 Adult social services are overspent by £11 million. Elderly people are living well into their 80s and 90s but they need more support to stay at home or to go into Nursing homes.

59.4 Libraries are no longer just about books, they are diversifying.

59.5 More money has gone into repairing potholes quickly. Major road improvements on the A146 with new a new roundabout at the Hales junction funded by Norfolk Highways and the Loddon A146 roundabout will be funded by the Developer. South Norfolk Council guaranteed a financial loan in order to complete the road before significant increases in the traffic from the development

59.6 Councillor Stone then left the meeting.

59.7 District Councillor, Dr. Murray Gray reported:

59.8 The Boundary Committee for England is making its final decision with the consultation period ending on the 27th March. This includes our area of which it is proposed will consist of Needham, Redenhall, Harleston and Wortwell.

59.9 The Parish Boundaries are also being reviewed and they are relying on Parish Councils to come forward with ideas. Consultation period ends on the 12th June.

59.10 He will have a further £1,000 in grant money this year, which can be spent in any of our five villages.

59.11 The Community Action Fund is changing. At the moment it has £30,000 per year. This will change to £50,000 a year across all areas of South Norfolk.

60 Chairman's Report

60.1 **Hedges outside Lone Pine – Low Road** – The hedges have been cut as requested.

60.2 **Trees on the A143 adjoining the Playing Field** – The trees have been trimmed as requested.

61 Councillors Reports

62 Councillor Copeman reported:

- 62.1 **Cooks Lane** – There is a further pot hole at the bottom of Cooks Lane. Clerk to report this to Highways. **Action Clerk**
- 62.2 **Councillor Shore reported:**
- 62.3 **Speeding Signs – High Road** – He had attached the ‘Slow Down’ signs to various posts on High Road
- 62.4 **20mph Sign Tunbeck Close** – He had replaced the missing 20mph sign on Tunbeck Close.
- 62.5 **Dog Fouling on Footpath adjacent to the old school – High/Low Road** – He had erected suitable signs at both end of this footpath, requesting people to clean up after their dogs.
- 62.6 **Councillor Cook reported:**
- 62.7 **Wortwell Mill** - The two dogs at the Mill still snap at people using the footpath.
- 62.8 A new building is being constructed at The Mill, which she thought we hadn't been consulted about. This was because the Mill is in Suffolk.
- 63 Clerk's Report**
- 63.1 **Notice Board** – Councillor Leggett said she intended to obtain a new piece of wood to repair the top of the notice board. **Action Councillor Leggett**
- 63.2 **Main Gate to the Community Centre** – Councillor Leggett had mentioned a proposal to lock the main gate to the Centre each night. The Management Committee were against the idea saying it could cause all sorts of problems both with opening in the morning and locking up at night. Councillor Shore volunteered to lock the gate at 11pm every night and open it at 6am each morning. Councillor Leggett would take his offer back to the Management Committee for discussion. **Action Councillor Leggett**
- 63.3 **Boy Racers – Tunbeck Close – Playing Fields** – The Clerk had asked the local police if they would patrol the area during the evenings to deter boy racers from driving at excessive speeds in the area.
- 63.4 **Mill Lane** – It was thought that Highways had still not cleaned the drain.
- 63.5 **Community Centre Flowerbeds** – Councillor Shore said that he had helped the Groundsman to clean the flowerbeds, before the planting of new shrubs.
- 63.6 **Better Broadband** – Councillor Leggett had spoken to the Co-ordinator for Better Broadband regarding the soft surface on the Knoll. It had been agreed that Highways would cover the surface with road planings during the summer months. Highways to give us two days warning before the work is completed.
- 63.7 **Flooding at the bottom of Cooks Hill** – It was not known if Highways had jetted out the pipe to clear the blockage.
- 63.8 **Broken Bolt Heads on Locomotive** – Councillor Shore to fix the new bolt heads to the train. **Action Councillor Shore**
- 63.9 **Tree Trimming on the Bypass** – Highways had completed this work.
- 63.10 **Visit from the Waveney Valley First Responders** – Councillor Copeman to arrange a further date for a visit from the Responders. **Action Councillor Copeman**
- 63.11 **Tree Warden** – A further report had been received from our Tree Warden. It was agreed that he could proceed with the clearing of earth around the fruit trees on the playing field and that he could go ahead with general tree tidying by removing the Ivy growth. This was provided that he tactfully requested permission from the respective landowners first. Agreed to think about moving the Orchard at a future date. **Actions Clerk**
- 64 Correspondence**
- 64.1 Clerks and Councils Direct – March 2017

64.2 **Offer by Harleston TC to borrow their SAM machine**

- 64.3 The Clerk had received a reply from our insurance company saying that as Harleston would be placing the SAM machine into position, and moving it whilst it was in Wortwell that the machine would be covered by their insurance. Harleston were not happy with this however and felt that if the equipment is fixed safely to a post in Wortwell and damage occurs it is not reasonable that the financial consequences of such damage should fall on them, as they are loaning us the equipment to assist with our problems. It was agreed to write to Harleston TC saying that we agree to accept any liability as long as the machine is in our parish and if any damage occurs Wortwell Parish Council will pay all costs. Also if there is an increase to their insurance premium, as a result of a claim, Wortwell Parish Council would be prepared to meet the cost. **Action Clerk**

65 **Playing Field**

- 65.1 In a report from Councillor Hadingham he said:

- Requested repairs have been carried out to the Floodlights
- He had challenged a man walking on the Playing Field with two dogs
- He had cleared bottles from the 5-a-side pitch
- All play equipment in good order

- 65.2 Councillor Colyer to prepare weekly reports for April. **Action Councillor Colyer**

- 65.3 Councillor Leggett to prepare weekly reports for May. **Action Councillor Leggett**

- 65.4 **Norwich City Training** – Two invoices had been sent to the club covering the period from 9th December to 31st January 2017 requesting payment of £198. Two telephone calls had also recently been made to the club. To date no payment had been received.

- 65.5 **Floodlights** – These had now been repaired. An invoice awaited.

- 65.6 **Maintenance to the play equipment on the new field.** – Two quotes had been received for cleaning down and applying 2 coats of Sadolin wood stain to the equipment. A verbal quote had been received from Malcolm Wright amounting to £700 and a written quotation had been received from Mr. Ted Meadows amounting to £450. It was proposed by Councillor Copeman and seconded by Councillor Nutt that as Malcolm Wright lived locally and periodically carried out, various repairs on the playing fields, free of charge, to accept his verbal quote. Clerk to inform to Mr. Wright. **Action Clerk**

- 65.7 **Groundsman's Contract** – It was agreed to write to Mr. Stephen Reynolds and offer him a new Contract for work on the Playing Fields and to combine this with his Contract for work on the Knoll. Proposed by Councillor Leggett, seconded by Councillor Copeman that we increase the hours from March to October to 27 per month and to 7 hours a month from November to February (inclusive). Remuneration would be increased to £63 per month during the winter months and to £243 per month in the summer. A written acceptance would be requested from Mr. Reynolds. Changes would take effect as from 1st April 2017. **Action Clerk**

66 **Recycling Centre - March**

- 66.1 A Report from Councillor Hadingham stated:

- He had removed some of the moss from the concrete
- Clothing Bank full – reported it and it was emptied the following day.

67 **Ownership of the Community Centre**

- 67.1 Councillor Leggett said that the Management Committee were waiting for a reply from the Land Registry.

68 **Proposed Bus Shelter at the Homersfield end of the village**

- 68.1 Notification that the Parish Council had received a grant of £1,450 towards the proposed Bus Shelter. Funding to be spent during 2017/18. The County Council included a list of conditions that would have to be met before any work could commence.

Action Clerk

69 Review of Burial Charges at the Redenhall Municipal Cemetery

- 69.1 A letter from Harleston Town Council pointed out that a cemetery plan had been drawn up, (which is a legal requirement but had never been done). This has cost £575. They were now asking if the Parish Council would consider donating £69 towards the cost - a 12% contribution. Proposed by Councillor Cook and seconded by Councillor Colyer that we contribute £69 as requested. All in favour. **Action Clerk**
- 69.2 Details of current burial charges together with proposed new charges had been received from Harleston Town Council for consideration. This meant that a normal burial for a parishioner would be increased by £20 to £150. It was agreed that this and other proposed burial increases were acceptable. Clerk to inform Harleston TC. **Action Clerk**

70 Fencing Bond 2017/18

- 70.1 The Clerk had received notification on 6th March that the Fencing Bond matured on the 16th March, with interest amounting to £156.50. She had contacted both the Chairman and Vice Chairman for authorisation to reinvest the bond for 2017/18. This had been given. Amount invested amounted to £38,433.81 for one year with interest of 0.3000%. The sum invested included the £3,500 which had been borrowed to pay the VAT for the new play equipment. The remaining £1,500 owed, would be returned and reinvested in 2018/19.

71 Planning Applications

- 71.1 **2017/0344 – Mrs. Hannah Butler-Bird** – Application to replace 2 windows on the west side of the dining room extension with oak double doors at 27 Low Road. Decision awaited from the District Council
- 71.2 **2017/0183 – Mrs Hannah Butler-Bird** – Proposed extension to provide dining room and utility room with links. Proposed replacement of nissen hut with annexe accommodation. Replacement of shed. At 27 Low Road. Decision awaited from the District Council
- 71.3 **2017/0389 – Mr. Dale Deburgh** – Proposed new rear extension at 90 High Road, Wortwell. Sub committee's comments: We consider this application should be approved as it is now supported by the neighbour. Conditions of approval should include the relevant details supplied by the Environment Quality Team and Community Protection Team.

72 Proposed Silver Celebration to commemorate the 25th Anniversary of the opening of the Community Centre.

- 72.1 Councillor Colyer presented a report following a meeting that had been held on the 20th March. The meeting had been arranged for anybody wishing to be involved in the Silver Anniversary celebrations. Apart from five members of the Management Committee, only two members of the public had attended. It was wondered whether to organise an Open Day only to celebrate the anniversary, or perhaps to arrange an evening event. No financing of the event has been discussed. Further discussions to be held.

73 Proposed Table Top Sale

- 73.1 A Table Top Sale had been arranged in the Community Centre on the 28th May from 9am to 12 midday.

74 District Council's Big Litter Pick 2017

- 74.1 The Litter Pick would be held on Tuesday, 4th April. All necessary equipment would be delivered to Councillor Copeman. Flyers, advertising the Litter Pick would be distributed in the village.

75 The Pensions Regulator

- 75.1 The Clerk had received information from The Pensions Regulator informing the Parish Council that as from the 1st April 2017 they are required to enrol any employee who works for them. All employees that earns more than £192 per week or are aged 22 or over and are under state pension age will in future qualify for a pension. The minimum amount an employee can put into the scheme is 1% of their earnings. The Parish

Council will also have to contribute the same amount to the pension. The Clerk had registered herself into the Scheme, as required, even though she doesn't qualify for a pension. A Date of Compliance Checklist to be sent to the Pensions Regulator by the 1st August 2017.

Action Clerk

76 Accounts

- 76.1 Copies of budget figures and all payments made to date had been circulated and approved by Councillors.

77 Business for the Annual General Meeting

- 77.1 Proposed Bus Shelter, Silver Celebration, Offer by Harleston to borrow their SAM machine.

78 Close of Meeting

- 78.1 Their being no further business, the Vice Chairman thanked everyone for attending and closed the meeting at 9.30pm.

79 Payment of Accounts

- 79.1 E.On – March - £119.08
79.2 Mrs. Pearce Salary £323.26, Allowance £69.44, Expenses £17.16 = £410.46
79.3 HMRC – 3 months £122
79.4 S.Reynolds – March – 25 hours - £200
79.5