

**Minutes of the meeting of Wortwell Parish Council held at the Wortwell Community Centre on
Monday 30th July 2018 at 7.30pm**

Councillors attending:

Chris Shore, Margaret Colyer, Robert Hadingham, Julie Nutt, Clive Aylett and Dr M Gray, District Councillor

1. **Welcome** by the Vice Chairman, Chris Shore.
2. **Apologies from:** Allison Copeman (Chairwoman) Mrs M Stone, County Councillor

Declaration of interest from Councillor Robert Hadingham items 5 and 17.2.

There being no members of the public present the meeting continued without adjournment.

3. **Minutes** of the meeting held on 23rd June 2018 were approved and signed by the Vice Chairman.
4. **County Councillor's** report not received.

4.1.District Councillor's Report:

4.2.Dr Murray Gray: Shared services of Broadland and South Norfolk District Councils. It is hoped to appoint the new MD in January 2019.

4.3.There has been no movement on the application from Wortwell Hall Barns

4.4.GNLP:

4.4.1. //3 x parcels of land were formerly proposed by landowners as part of the consultation plan.
(Behind Sancroft Way, Bell Meadow and a strip of land opposite Saffron Housing)

4.4.2. Further land has been put forward for consultation:

4.4.2.1.The whole field behind Sancroft Way

4.4.2.2.A x 1 parcel of land near Station Farm - bringing a change to the settlement boundary to include land to the side of Meadow Cottage

4.4.2.3. The whole of Bell Field

4.4.2.4. The whole of Bell Meadow

4.5. Dr Gray provided copies of the plans and diagrams which will be filed with these minutes.

5. **Chairwoman's report:** In the absence of the Chairwoman (on pre agreed leave) Councillor Shore, the Vice Chairman read out her report:

5.1. The 2018 Remembrance day service this year will be a special anniversary: 100 years since the end of WW1. The Chairman will promote the WW1 books in the Mardler and have them available for purchase. In 2014, we had a small wooden cross for each villager named on the memorial and lit a candle - To be added to the agenda in September for discussion.

5.2. The stiles and Bell Meadow - Grass appeared to be growing up very high in the field and the public footpath across the meadow is, therefore, getting narrow. The Vice Chair looked at this issues and declared it to be not a problem for now.

5.2.1. The Clerk wrote to the Landowner regarding the styles last month. This raised a question as to who previously maintained the styles.

5.2.2. Council agreed to write to the landowner with an explanation of responsibilities regardless of historic repairs but alerting them to the possibility of obtaining a grant from Highways. Councillor Shore to provide further information to the Clerk then Clerk to write to landowner again.

5.3. A request for an update on the SAM2 machine. Funds have been received from the Parish Partnership Scheme, the posts are in (although one is in the wrong position and will have to be moved) we await a confirmed date for installation.

5.4. Community Consultation Plan. The Wortwell Community Centre were asked to revise their questions but the committee decided that they wished the questions to remain as phrased.

5.4.1. Item to be added to September agenda to look at costings, delivery and collection of consultation plan.

6. **Parish Councillors' reports:**

6.1. **Councillor Hadingham:** The issue of the parked vehicles in High Road appears to have resolved itself. Remove this item from future agenda.

6.2. **Councillor Aylett:** confirmed Councillor Hadinghams report.

6.3. **Councillor Shore** - confirmed that three out of four notice boards are in place - remainder requires a metal spike to be able to put it into the hard ground.

6.4. **Councillor Cook** - has been asked to deliver some leaflets for a villager re the garden party in August.

7. **Clerk's Report:** the clerk confirmed that all items are included elsewhere on the agenda and nothing additional to report from the clerical/administration side.

8. **Village matters raised:**

8.1. Following consultation with TPO and Tree Warden and Tree Surgeon, the horse chestnut tree can be taken down. £450 approved spend to cover the costs of doing this.

8.2. A villager will remove the eucalyptus tree. Clerk to write giving permission but to require a disclaimer from the gentleman to confirm he will do this entirely at his own risk and the council cannot be responsible for any accidents or damage.

8.3. The horse chestnut tree under the cables - clerk to write to Highways and EON

8.4. Speeding of villager on Tunbeck Close and High Road junctions. Without a formal complaint through the complaints procedure, the Council cannot take this any further.

9. To discuss and **approve Accounts, Bank Statements and Payments to be made.**

9.1. Budget reviewed against Actual. No issues.

9.2. Council approved monthly payments schedule and interim payments between meetings. Cheques signed for distribution by clerk.

10. **CORE Grant Application** - Clarification sought and given that the Wortwell Community Centre Management Committee do not have to fund the original offer of £1000 contribution towards the cost of the new heating at the CORE. Clerk confirmed that a new PO has been issued from the Parish Council to TradeB (previously Thrower and Hammond)

11. **GDPR** No issues raised.

12. **Community Action Plan and Consultation Document** - see items 5.4 and 5.4.1 above

13. **The RoSPA report is still circulating.**

14. Allotments:

14.1. Meeting took place with Councillor Shore, the Clerk, Jackie Ellis (Alburgh Clerk) and David Denny (Chairman Alburgh Parish Council)

14.2. All agreed after some discussion that something drastic is required.

14.3. DD to take back to Alburgh PC for their next meeting (September)

14.4. Notice letters to be compiled - although WPC only has one allotment holder left now that Mr Sheldrake has vacated, Mr and Mrs R have given notice, It is believed that Mr and Mrs L will leave at the end of the year and the rest is fallow. Mr and Mrs F will need to be given notice (minimum one year required)

Clerk and Councillor Shore to work on this notice letter and adhere to all the allotment guidelines.

15. Playing Field issues:

15.1. Play Fort Bridge repairs: Proposed DC and seconded CA that Councillor Shore complete the repairs and save the council a considerable sum on the quoted figures from the play equipment provider.

15.2. Pavilion: Councillor Shore will speak to Damian Curslake to see if the roof can be repaired/removed and the asbestos dealt with.

15.3. **weekly exception reports** received for playing fields for Month: July -

15.3.1. Councillor Nutt reported there was no worsening of the situation on the fortress.

15.3.2. Confetti appears to have left rather a mess on the car park area by the CORE, suggestion made that the WCC Management Committee ask for bio-degradable confetti only in future.

15.3.3. Some older boys had messed with the swings which had been left in a tangled state. Not known who they were.

15.3.4. Matting needs to be pegged back down. Councillor Shore to action.

15.3.5. Bird proofing gel obtained and Councillor Shore to action

15.4. **weekly exception reports** received for recycling centre for Month: July:

15.4.1. Glass removed from the recycling centre

15.4.2. New adopter forms completed, signed and will be returned by the Clerk. The street cleaning team to be asked to come and clean the area. £200 will be provided again for the current financial year.

15.5. RoSPA report - June 2018 - can now be removed from the agenda.

15.5.1. August Councillor Cook

15.5.2. September Councillor Hadingham

16. **Training update:** Next training session due Monday 3rd September, 7.30pm to 9.30pm - Redenhall Room at the CORE. Topic to include budget setting. This is the third session from a group of four and has been very well received.

17. Planning application

17.1. reference: 2018/1574 - no comments

17.2. reference: 2018/1320 - no comments

17.3. reference: 2018/1636 - no comments

18. **Next Parish Council meeting** to be held on 24th September,

18.1. Community Consultation Plan

18.2. Budget setting process begins

18.3. Memorial crosses and commemoration of WW1

18.4. Approval by council of the Notice Process for vacating Allotments.

There being no members of the public remaining the meeting was not adjourned for public participation

Close of Meeting 8.42 pm

I certify that I am the proper officer authorised by Wortwell Parish Council to make this certificate; that Wortwell Parish Council passed minutes on the 30th July which were signed on the 24th September, being the next full council meeting, in accordance with Local Government Act 1933 and that the written matter is a true and faithful copy thereof.

Certified *Lua Leggett* **24th September 2018**

Lua Leggett Clerk and RFO to Wortwell Parish Council

Signed: *Chris Shore* **24th September 2018**

Chris Shore, Vice Chairman (who presided in the Chairman's absence)

Issued: **Lua Leggett - Parish Clerk**

4 of 4