
Minutes of the meeting of Wortwell Parish Council held at the Wortwell Community Centre on Monday 29th October 2018 at 7.30pm

1. **Welcome** by the Chairwoman
2. **Apologies** received in advance from Councillor Stone. The Clerk had been unavoidably delayed (air traffic control) and would join the meeting late.

No declarations of interest

There being 7 members of the public the meeting was adjourned by the Chairman to permit 10 minutes of public discussion.

A request for the provision of a dog exercise area within the village was put to the Council for consideration. The preference was for an area to be set aside, with lighting, suitable for disability access offering off lead exercise for dogs and a safe environment for owners to exercise their dogs.

3. **The minutes** of the meeting held on 24th September were duly signed by Chairwoman as being a true and accurate record of the meeting held.
4. **Dog Exercise**

4.1 As a result of the public participation, Council approved the addition of Dog Exercise Area to be added to this meeting's agenda for immediate discussion.

4.1.1 Funding would be required for fencing, lighting and suitable ground-lay

4.1.2. Funding would be required to maintain the area - including dog waste removal.

4.1.3 Possibility of dogs being aggressive to other dogs - insurance and liability issues.

4.1.4 A trial period could be possible - on a reduced basis. council to explore options. Examples could be:

a) Application could be made to the Secretary of State to have the bylaw temporarily suspended allowing exercise on the old playing field. To be discussed further.

b) Application could be made to the Charities Commission to check that the governing document would permit this usage on land that has been gifted to the village for sports and recreation.

4.1.5 Discussion on social media has shown this is a contentious issue and the village would need to be consulted.

a) Members of the public present were advised, as a first step, to write their comments on the forthcoming Community Consultation -

b) results will be fed back to the village via the Mardler and followed up.

4.1.6 The minutes from this meeting will be on public display - this item to be published.

At this point members of the public left the meeting.

5. **Reports** had been circulated in advance from our District Councillor Dr Gray outlined the points made in this report. He queried why there were no determined planning applications listed on the agenda and advised that the SNC website be checked regularly. Councillor Gray suggested that the Greater Norwich Local Plan (GNLP) be on the agenda for the next Parish Council meeting.

Clerk to action

6. **Chairwoman's report:**

Financial Regulations approved and adopted by council

Risk Assessment query regarding inclusion of pavilion on asset register. Agreed to add to assets.

7. **Parish Councillors' reports**

7.1. Councillor Shore to analyse data from the SAM 2 and send findings to councillors

Councillor Shore to action

7.2. Councillor Aylett had been approached regarding the noise from the early morning shoots at Flixton. The Council concluded that no action could be taken.

8. **Clerk's Report** - previously circulated and read to council by the chairwoman. Agreed that the football goals can now be removed from the report

Clerk to action

9. **RFO Report** previously circulated by RFO - not discussed due to absence of clerk.

9.1. Councillors approved payment of cheques as per schedule provided.

10. **PRECEPT 2019/20** Council agreed:

10.1. The working party has prepared a document showing first draft budget suggestions. Councillor Shore walked the council through the document.

10.2. As a working document, Council will make decisions as to the priorities over the next financial year and consider a three year plan for expenditure/reserves

10.3. Clerk to add to November agenda for finalising budget (prior to precept details being issued by SNDC in early January).

10.4. Meeting already diarised for 7th January 2019, when figures will be available from District Council. This meeting will be open to the public and published within timescale guidelines.

8.21pm Clerk joined the meeting.

10.5. The RFO has contacted an approved internal auditor who has agreed to conduct our internal audit for a fee of £100 - Approved by Council.

11. **GDPR** - it was noted that the Community Consultation has a GDPR clause.

12. Perimeter Fencing -

- 12.1.** It has been noted that undergrowth is growing through the fence. Highways to be advised.
- 12.2.** When originally erected the height of the fence was determined by the necessity to stop football and cricket balls from straying onto the by-pass. These sports are no longer regularly played and it is not necessary to have such a high fence.
- 12.3.** Over time, natural vegetation dividing the fence and the by-pass has grown and it may be possible to revert to a natural barrier. Health and safety regulations should be consulted and further advice taken. Clerk to add to the agenda for the spring meetings (February/March 2019)

13.WORTWELL CHARITIES:

- 13.1.** Councillors Copeman and Cook, together with the Clerk will arrange a date to hold a committee meeting in November. **Action Councillor Copeman.**
- 13.2.** Councillor Copeman agreed to represent the Parish Council on the Townlands Charity. Clerk to notify charity chairman and ask that they liaise with Councillor Copeman with regards to the date of the next meeting.

Clerk to action

14.Allotments - The clerk had identified an area of risk.

- 14.1.** A number of companies have been approached and turned down the work to clear the allotments. However, one company has quoted to do the entire job Alburgh PC has been in touch with another local company. There is a considerable amount of clearance of both derelict sheds, fencing general debris and natural vegetation clearance. All this needs to be disposed of under formal waste disposal regulations and licence.
- 14.2.** Quotes for the work have been received from Excite Solutions Ltd - report to be provided to council at next meeting. Clerk to approach Alburgh contact for comparison quotes.

Clerk to Action

15. Community Consultation. Consultations will be delivered with the Mardler over the next week.

- 15.1.** Councillor Copeman will undertake collation of the results.
- 15.2.** Councillor Cook will liaise with Councillor Copeman regarding allocating areas of the village for each councillor to collect the completed consultations during the week of the 12th November.

16. The Joint Parish Meeting this year is being held on 15th November at Denton Village Hall. Three councillors have agreed to attend. Clerk to advise Denton PC Clerk.

Clerk to action

17. Playing Field issues:

17.1.Weekly inspection has shown that the protective matting in front of the new swings is disintegrating. It has been made safe but needs to be replaced. Clerk to procure new matting. **Clerk to action**

17.2.Councillor Copeman carried out a litter pick at the Homersfield end of High Road.

17.3.Councillor Shore reported that the work on the Fort is in progress

18. Correspondence – there was no correspondence.

19.WORLD WAR ONE Centenary Memorial Ceremony -

19.1.The service will take place on the Knoll on **11/11/18 at 3.00pm** - a villager will collect the wreath as usual.

19.2.The crosses have been procured and will bear the names of those on the War Memorial and those at the Chapel.

19.3.Councillor Copeman has been in touch with Reverend Tuffnell regarding this year's service to coincide with the 100 year anniversary of the end of The Great War. To support 'Everyone Remembered' she has summarised the details about each man listed on the War Memorial and this will be read out while each cross is laid. Councillor Copeman will read out a poem she has written and there will be silhouettes to remember those 'There But Not There'. Councillor Copeman will advertise the service on the notice boards.

Action Councillor Copeman

20.Planning Applications -

20.1. No new planning application received in the month.

20.2. Pending applications:

20.2.1. 2018/1958 Householder application: Broadwash Farm Tunbeck Road, Wortwell, Works to outbuilding. pending.

20.3. Determined applications by South Norfolk Council - note: added by clerk post meeting:

20.3.1. 2018/2019 Outline application: Land West of 2 High Road, Wortwell Norfolk. Outline planning for 3 no. detached self-build new dwellings with all matters reserved. Approval with conditions 31/10/18

20.3.2. 2018/1941 Householder application: Wortwell Hall Farm, Low Road, Wortwell. Build a new timber double garage; Approval with conditions 17/10/18

20.3.3. 2018/1574 Listed building application: Broadwash Farm Tunbeck Road, Wortwell. Internal and external alterations to convert redundant farm barn to form new dwelling. Approval with conditions 26/10/18

20.3.4. 2018/1320 Full application: Broadwash Farm, Tunbeck Close,
Wortwell. Change of use of redundant farm barn to
form new dwelling Approval with conditions 26/10/18

To discuss and agree business for the next Parish Council meeting to be held on 26th November 2018.

- a) Greater Norwich Local Plan
- b) Allotments - quotes and decision
- c) Budget - priorities, three year plan and reserves
- d) Dog Exercise Area
- e) Community Consultation - results and feedback
- f) Wortwell Charities - feedback from Working Party
- g) Dates for meetings 2019

3. Next meeting 26th November 2018, 7.30pm, at Wortwell Community Centre Waveney Room.

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

Lua Leggett
Certified by : LUA LEGGETT
Wortwell Parish Clerk and RFO
13th November 2018

Signed by: Allison Copeman
Chairman
26th November 2018