
**Minutes of a Meeting of Wortwell Parish Council held at the Wortwell Community Centre on
Monday 13th May 2019
at 7.30pm**

1. **Declarations of Acceptance of Office** completed by all councillors and retained by the Clerk
2. **Registration of Interests** completed by all councillors and sent to the Monitoring Officer at South Norfolk District Council by the clerk.
3. **Election of new Chairman:** Councillor Copeman has stepped down from the Chair and councillors unanimously elected Councillor Clive Aylett to be Chairman forthwith. Mrs C has offered her services as a vice chair. Mr Aylett duly took his seat as Chairman. Council thanked Mrs C for her diligence and hard work over the last two years and appreciated the many 100's of hours she has spent on Council work.

The meeting was not adjourned as no members of the public present.

- 4 **Welcome** by the Chairman

5. All members were in attendance

Mr H declared a personal interest in item 19.1 and a pecuniary interest in 19.2. This was duly noted and Mr H took no part in discussions on these matters.

6. **Minutes:** Council approve and the Chairman signed the minutes of the meetings held on 25th March 2019 and 29th April. The minutes for the Annual Parish Meeting are deferred to the next annual meeting in 2020.
7. The chairman welcomed our new District Councillor Mr Jeremy Savage. Mr Savage gave a brief introduction of his areas of expertise, primarily around both adult and children's social care, and promised that in future there will be regular reports and updates now that we fall under a new boundary with Harleston and Needham. Funding support and liaison with SNDC will continue under Mr Savage.

Mrs Margaret Stone, County Councillor, attended. Now that her Civic duties are over she will have more time to attend to the 23 parish councils in her remit. We were delighted to hear of the progress being made in many areas and look forward to her attending future meetings. Reminded of the Parish Partnership funding available again this year. A full copy of Mrs Stone's recent report can be found on the website. The Council took the opportunity to thank Mrs Stone for the financial assistance she provided in helping to resolve the flooding issue at the bottom of Cooks lane.

8. Outgoing **Chairwoman's report** :

- 8.1. Thanked councillors for attending the Village Open Day on the 12th and for their past support.
- 8.2. Raised the possibility of the extra football net being set up. Councillor Hadingham to look into how this can be done without compromising the safety of other footballers (eg Earsham) using the full pitch for matches. **Clerk to add to the Agenda for June for further discussion.**
- 8.3. **Pavilion:** Harleston have asked for interest in a Mens Shed. They have a meeting later this week. Councillor Eddy will endeavour to attend (trains permitting) - It may be possible to have some 'joined up thinking' on the use of our pavilion and their need for premises. It

was acknowledged that there is a lot of work/money required to make the pavilion fit for purpose. **Clerk to add to the Agenda for June for further discussion and agreement of any actions.**

9. **Parish Councillors' reports:**

- 9.1. **Cooks Lane** - bollards have come adrift (probably clipped by larger vehicles) Councillor Hadingham will investigate to see if they can be put back otherwise a report to Highways on this issue.
- 9.2. Councillor Cook advised that there is now a fence in place holding the dogs back from the footpath. this will be well received by all walkers.
- 9.3. Parking on the green space at the Homersfield entrance to the village has grown but we believe this is due to the business entering the Chelsea Flower Show and is therefore unusual. Monitor following the show and if it continues to be an issue they will be spoken to about parking. Monitor
- 9.4. Fly tipping and waste disposal has increased hugely at a property on High Road. Councillor Worley to provide further information to Mr Savage and he will take the matter up with SNDC.

10. **Clerk's Report:** -

- 10.1. Following two reports to Highways it appears that Open Reach are responsible for the hole that has appeared at the bottom of Willow Close. **Clerk to action with Open Reach**
- 10.2. It was agreed to continue with the NALC membership - **clerk to action.**

11. **Community Infrastructure Levy Report** - 2018/19 financial year - Councillors Copeman and Worley to advise Clerk by the 1st December how this money was spent and allocated for the report back to SNDC.

12. **RFO Report:** -

- 12.1. **Accounts:** circulated at the meeting - revised version still needs some work to make it more informative and user friendly. **clerk to action.**
- 12.2. **Accounts for payment schedule:** Council approved and signed cheques for distribution by clerk.
- 12.3. Clerk reported that there remain a number of 'process' errors and areas of concern in stripping out the charities from the parish council accounts and completion of the AGAR forms. She is working in consultation with the Internal Auditor to resolve these issues.

13. **Consultation Day** - A number of useful contacts came out of this day:

- 13.1. Interest was expressed in starting up a new youth football team in Wortwell - pressure means that youngsters in Harleston are struggling to get a game. The villager (Mr W) will liaise with Norwich City Football Club (skills sessions and sponsorship) to move this forwards. **Clerk and Councillor Hadingham to assist. Meeting to be arranged with Mr W**

14. **Charities under the Trusteeship of Wortwell Parish Council:** Meeting set for 10th June at 7.00pm in Wortwell Community Centre - clerk to book room.

Wortwell Parish Lands Charity Number 284783 (Tunbeck Close Allotments)

Wortwell Old Playing Field Charity Number 304124 (Football field)

Purpose will be to hold annual general meeting and agree accounts and charity commission return.
Appoint a Chair and revisit the schedule and action plan. **Clerk to action.**

Allotments - The easement and self lay agreement has been issued by the solicitors.

Registration of land - Conflict of interest with using the same solicitor as Alburgh. Clerk to review either doing it ourselves with Land Registry or using the same solicitor as the easement. **Add to agenda for June to discuss.**

15. Infrastructure:

15.1. SAM2:- Councillor Aylett will continue to be responsible for the movements of the SAM2 machine for now. Speedwatch team is coming together slowly. Add to June agenda.

16. Playing Field issues:

16.1. Weekly exception reports for April: Birds and dogs continues to be a nuisance.

16.2. JUNE CA; JULY DC; AUGUST JW; SEPTEMBER BE; OCTOBER AC; NOVEMBER RH;
DECEMBER MC.

17. Recycling Centre: Monthly report : no necessary actions

18. Correspondence: Insurance renewal quotes now received with amendments. Clerk circulated around trustees for return by 1st June in time for renewal.

19. Planning Applications received since last meeting: -

19.1. 2019/0911 Land West of High road Wortwell Norfolk

Approved with no conditions but reference made to environmental report

19.2. 2019/0412 Land West of 2 High Road Wortwell Norfolk

Proposal: reserved matters application following outline permission 2018/2019 for 3 dwellings to include appearance, layout and landscaping

Approved amended alignment of plots but conditions re-iterated

19.3 2019/0986 Proposed single storey and two storey rear extension with detached cart lodge/garage and ancillary accommodation.

Considered a marked improvement on existing buildings - approved with no conditions.

Apologies provided by Councillor Worley - unable to attend the meeting on 24th June due to annual leave.
Accepted by Council and noted.

The meeting was not adjourned as there were no members of the public present.

20. Meeting closed 9.40pm

Signed: *LUA LEGGETT*

13th May 2019

Wortwell Parish Clerk and RFO