

MINUTES

A meeting of Wortwell Parish Council was held on
Monday 22 February 2021 at 7.30pm
via ZOOM Conference

No members of the public joined the call

In attendance Councillors Eddy [WE], Aylett [WE], Cooke [DC], Hadingham [RH] Worley [JW] and District Councillor Savage [JS] County Councillor Margaret Stone

1. Councillor Copeman unable to attend due to unforeseen circumstances.

There were no declarations of interest.

2. **Minutes:** Council approved, and Clerk will retain in records the minutes of the meeting held on 25 January 2021. These will be retrospectively signed once CoVid regulations permit.

3. **Welcome** by the Chairman Councillor Clive Aylett

4. Council accepted the decision by Councillor Colyer to step down as councillor. She has been a stalwart member of the council and contributed greatly to the village during her time as councillor. She will be greatly missed.

- 4.1. **Casual Vacancy** - Clerk confirmed that the Monitoring Officer at South Norfolk District Council has been advised and a Public Notice Period will end on 10 March. Should 10 or more registered electorate wish to elect for an election they have until this date to do so.

4.2.Election

- 4.2.1.If 10 Electors register with SNDC then an election will be called in May when the entire Council and any new candidates will contest the 7 council places

4.3.Co-Option

- 4.3.1.Should less than 10 electors register then the decision will move to Co-Option and the Council will follow its internal Co-option policy and appoint.

- 4.3.2.Candidates will be requested to complete in the first instance a Skills Audit to establish a short list for interview.

Clerk to manage process

5. Chairman's Report:

- 5.1.Chairman updated Council on flooding matters and Council agreed to monitor the progress of the County Council cross border and County plans.

Lord Lieutenant Dannatt is to chair this Task Force Committee. Councillor Stone updated Council on responsibility for clearance of ditches being 20% within County Council control but 80% down to local landowners.

5.2. Chairman emptied a black sack of rubbish including alcohol bottles, snacks rubbish etc, from the old cricket shed. This is an unsound building which, for now, has been boarded up to avoid entry. Council agreed that this will in due course be demolished as this is now attracting anti social behaviour and has only been used for one day in the last five years.

5.3. GNLP Stage C consultation is underway and Public Comments can be submitted directly to the GNLP team at NCC via the website by deadline 16/3/21. Sites for consideration under the Village Clusters also have to be submitted by 16/3/21

5.3.1. Cluster Plan will be finalised in 2022 - Wortwell is clustered with Needham, Brackish and Starston. Expectation is that there should be no sites larger than 25 houses

5.4. Council were reminded about the Royal Protocol. In the event of the death of a major Royal there will be a Book of Condolences at the Harleston Council Offices, Leisure Centre, Harleston for Wortwell villagers to sign. If any villager wishes to lower their flags in their private gardens then please contact the clerk who can confirm the protocol surrounding these actions.

5.5. Defibrillator first aid packs have been replaced and dates will be reviewed 12 monthly.

6. Councillor Reports:

6.1. County Cllr Stone - communications previously circulated. Councillor Stone confirmed:

6.1.1. General Council Tax increase has been confined to 1.99% plus a levy for Adult Social Services of 2%

6.1.2. Covid vaccines. Norfolk can be proud of the fact that it is leading the way on vaccines across the Region and the reach is steadily moving down into the higher groups of 7 8 and 9

6.1.3. Parish Partnership Scheme is again available. The Clerk and Councillor Stone are already in contact with Highways regarding grants to support plans for village asset improvements.

6.2. District Cllr Savage reported that consultation on sites are being placed in front of the Planning and Regulation Committee for Public Consultation.

6.2.1. He confirmed comments above about restrictions to self builds, small developments of max 25 houses and using local builders to do the work.

6.2.2.COVID SNDC has moved down to 64 per 100000cases

6.3.Councillor Reports previously circulated

6.4.Monthly Safety Checks:

6.4.1.Playing Fields and Play Equipment, Recycling Centre and Defibrillator Checks confirmed that a degree of litter building up on the playing fields and dog faeces is again an issue around parts of the village

6.4.2.Following the retirement of Cllr Colyer the Monthly Checks reveal that the tape continues to be removed on the old slide despite regularly being replaced. Chairman to speak with Goodswens about the welding work due. Health and Safety Rota including playground checks updated and circulated.

7. Clerk and RFO Report:

7.1.Three Year Plan - An update was provided by the clerk from the recent Finance and Planning Committee meeting. Projects are to be split between Major (likely to be three to five years to completion) and Minor Projects (likely to be completed within the financial year). Clerk to compile a comprehensive Business Justification Case and Outline Project Plan for review in July 2021

7.2.Wortwell Warriors This was unanimously approved and supported by Council and the first recipient has been chosen. Work to be done to put an article in the next Mardler (May/June) for the first recipient.

Cllr Copeman to be consulted on her return.

7.3.Annual Parish Meeting - Coronavirus Restrictions and implications mean that we may or may not be able to have a face to face meeting. Clerk to monitor Covid Regulations.

7.4.Accounts for payment - see attached schedule Appendix A

7.5.Appointment of Internal Auditor . Budget Review:

7.5.1.Clerk confirmed Council will come in on budget by the end of the year.

7.5.2.Appointment of Anne Barnes as Internal Auditor approved. Clerk to action

8. Planning Applications: none received

Future meetings:

March 29th	Annual General Meetings: Old Playing Field and Wortwell Parish Lands* 7.00pm and 7.15
March 29th	Full Parish Council Meeting* 7.30pm
April 26th	Full Parish Council Meeting* 7.30pm

Topics for next meeting:

Policies and Procedures annual review and sign off including GDPR
Annual Accounts and Annual Governance Return

Close of Meeting: 8.37p

Signed:

**ACCOUNTS FOR PAYMENT
FEBRUARY 2021**

1.	A C Copeman Mardler Newsletter Printing	102160	£144.00
2.	M L Leggett Clerk Shortfall in Salary payment	102161	£ 56.38
3.	HMRC PAYE NIC	102162	£116.88
Total			£317.26