

WORTWELL PARISH COUNCIL

MINUTES

**Parish Councillors attended the Wortwell Parish Council meeting on
Monday 31st March 2025 at 7.30pm at the Waveney Room of the Wortwell Community
Centre**

25.135 Welcome by the Chairman Mrs Julie Worley

Present: Cllr Worley (JW) in the Chair. Cllrs: Carter (HC), Copeman (AC), Eddy (WE), Hadingham (RH), and Paul Randall (PR).

Also in attendance Mrs Tina Newby Clerk and RFO, and District Cllrs Trevor Graham and James Eddy, County Cllr Stone and 4 members of the public.

25.136 To receive and accept apologies. Cllr Aylett sent his apologies.

25.137 To record Declaration of interests, Pecuniary and Non Pecuniary. None.

Public Forum (suspend standing orders).

25.138 Reports: District Councillors and County Councillor. The District Cllrs and County Cllr reported from their reports, which will be on the website.

25.139 To receive an update on maintenance issues.

- The dog bins on High Road new the sign and The Knoll are both getting full with a residents dog poo, in carrier bags.
- Low Road noticeboard will be placed behind the existing noticeboard.
- There was a council cutting the grass verge by the village sign. This means it is being cut by three companies.
- The grass on the allotment will need cutting soon.
- Key safe outside Lua's house has been taken off. (RH) has the key safe and the Clerk has the keys.

25.140 To discuss the Wacky Races event. The following were discussed:

- Date of the event 13th September 2025, can they use the fields for parking on?
- It is highly likely that the pub will be open for refreshments, so no need for additional drink/food vans.
- The Knoll will be closed for the event from 8am to 11pm. First race is 2pm.
- The red gate will be maintained to be able to be open. Clearing the growth. Sarah and Cllr Hadingham will sort out the mound before the gate. Kevin to move the maintenance of this gate to the top of his list of work to do.

25.141 Minutes: Council to approve the Minutes of 24/02/2025 meetings. **Unanimously approved.**

25.142 Matters arising

- 25.142.1 To receive an update on the Land Registry and Possessory Title. No update, standing agenda item.

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- 25.142.2 Enforcement update for 25.125.2 cherry trees in Willow Close. Not necessary, close agenda item.
- 25.142.3 Dark skies poster for noticeboard. Ongoing.
- 25.142.4 Find the bye-law about no dogs. (AC) had a copy of the bye-law. The Council will now consider sending letters to the owners of the dogs being seen to violate this enforcement. **Action Clerk** to sort out a letter, ready to be sent.
- 25.142.5 Bio-diversity policy to be amended and then reviewed for Dark Skies. (AC) has amended the policy, but does not think there is a necessity for a review.

25.143 Update on village matters:

- 25.143.1 To receive an update on the street lighting and report any issues. None.
- 25.143.2 Chairman's report: Nothing was reported by the Chairman. (HC) said that a resident had noticed the speed machine was not lighting up, when travelling past. This was probably due to the battery not being replaced.
- 25.143.3 To discuss Excite Solutions. To be discussed at closed session.
- 25.143.4 To receive an update on the new noticeboards. The High Road noticeboards have been installed. There are far too many keys. Clerk has hold of the keys, if anyone would like one.
- 25.143.5 To receive an update on Devolution. Updated by the District Councillors and County Councillor.
- 25.143.6 To receive an update on the cemetery fees. (RH) and the Clerk had a meeting with the Clerk at RwHTC to discuss the cemetery fees. RwHTC rejected the process that Lua suggested, last year. It appears that the Council will no longer be getting the fees back each year, as before. It will only be given if a burial has happened for a Wortwell resident, although there is no evidence that states this. It was stated that the 12% was calculated on population of Wortwell and Harleston at the time. The population of Harleston has grown significantly and this should be reviewed. It will be likely that we do not owe them anything. This will be reviewed by RwHTC in April 2025 Full Council meeting.
- 25.143.7 To review and adopt the ToR for the allotment working party. **Unanimously agreed.** (AC) is looking into splitting the rent and policy as stated by the allotment trainer.
Action (AC) to look into setting one up for the finance working group.
- 25.143.8 To discuss and agree a date for the SNC Litter Pick. Wortwell Womblers have been booked for 11th May 2025 11am. **Action Clerk** to do the necessary organisation to SNC. **Action Clerk** to sort out the additional equipment needed.
- 25.143.9 To discuss the newsletter. Local news is not getting to the some of the residents. Provide a newsletter for local distribution. Provide information on Poors Fund and Town Lands Charity. There is a GO FOR IT as a set up grant and then KEEP IT GOING as a continuation grant. **Action (AC) to obtain some design and printing costs.**
- 25.143.10 Then report back to the Council. To receive an update on the Alburgh Allotments: The report has been noted.

25.144 Parish Councillor reports, including inspection reports.

- 25.144.1 To receive an update on the allotment training and agree any action. Very good training course. (AC) is working her way through the plan of work needed to be completed, that was recommended by the trainer.
- 25.144.2 The following were reported as being items of concern:

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- The Adult gym equipment – rower being rusty and the foot treads on another machine needing attention. This has previously been reported by the Clerk a few week ago.
- CCTV camera is insecure.
- New field children's play area issues previously noted and on is maintenance task list.
- Spring Closure on gate in old field no longer closing.
- Bolt cap missing on locomotive in New field.
- Pressure wash play equipment that need it, only the metal and not the wooded parts.
- Zip wire maintenance will need a cherry picker or scaffolding.
- Clerk to chase Fresh Air Fitness as a matter of urgency.

25.145 Clerks Report:

- 25.145.1 GDPR Training 2/3rd completed.
- 25.145.2 SNC archives – sorting.
- 25.145.3 Grant Funding course – NPTS – September
- 25.145.4 Footpath survey to be completed. The Council decided to ignore this letter looked a scam.

25.146 Council Matters and Events:

- 25.146.1 To receive an update on the VE Day Event 10th May 2025. The funding has been prematurely closed. Now looking at other funding streams to help. District Cllr Graham will be trying to help. (HC) asked who would be the right person to read the proclamation. **Action Clerk** to look into this.
- 25.146.2 To discuss the raising of the flag at 9.00am on 8th May 2025.
- 25.146.3 To agree any items needed for the Wacky Races Event discussed in the public session. All the necessary were ratified. **Unanimously agreed.**
- 25.146.4 To receive an update on the dark skies. Close agenda item.

25.147 Financials

- 25.147.1 To approve the payments for this meeting and in between meetings.
- 25.147.2 To note the bank account balances.
- 25.147.3 To note the balance of the reserves.

Wortwell Parish Council Statement of Account 31st March 2025

Balances	31/03/2025	Community Acc	£2,833.35
		Reserves Acc	£17,419.47
			<u>£20,252.82</u>
Receipts received			
	SNC	Adopter Payment	£200.00
Payments between meetings			
March	Tina Newby	Allotment water	£43.62

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		Allotment key	
	Paul Randall	safe	£17.98
	Tina Newby	Expenses	£53.28
	Tina Newby	RBL	£63.98
	Huws Gray	Maintenance	£55.30
	Huws Gray	Maintenance	£24.34
			£258.50
Payments for April	2025-2026		
	Norfolk PTS	Subs	£355.75
	James Shore	Subs	£177.00
	Norfolk ALC	Subs	£191.20
			£723.95
	Total Payments	£982.45	

Reserves	24/02/2025	
	Fence Repairs	£8,000.00
	Precept 3 months	£10,000.00
	CIL	£54.42
		£18,054.42
	working balance in banks	£20,252.82
	<i>WIP balance to be c/f</i>	£2,198.40

Payments totalling £982.45 were approved unanimously for payment.

25.147.4 To discuss and agree the asset register. Unanimously agreed.

25.148 Planning applications received for consultation. None.

25.149 Correspondence to note:

25.150 Admission to meetings:

ADMISSION TO MEETINGS - PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS.

25.151 To receive an update on the Allotments: No updates.

25.152 To an update in the Football Club. Robert had some information regarding the football club.

25.143 To discuss Excite Solutions. The following items were discussed.

- The contract should be made from the Parish Council and not Excite Solutions.
- No detailed scope of work.
- The schedule has now completely changed.
- The payments should be linked with the performance.

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Meeting closed 9.23pm

Future meetings: Next meeting 28th April 2025, Annual Parish Meeting.

19th May 2025

30th June 2025

28th July 2025

No August meeting

29th September 2025

27th October 2025

24th November 2025

No meeting in December 2025