

## WORLINGWORTH PARISH COUNCIL

### ***All Councillors are reminded of their obligations under the Code of Conduct Regulations.***

Minutes of the Meeting held on Wednesday 16<sup>th</sup> March 2016 at the Community Centre.

Attendance	Carol Garrett (chair) (CG)	Brian Smallcombe (BS)	Janette Robinson (JR)
	Karen Osborn (vice-chair) (KO)	Deborah Scaife (DS)	Juliet Pierce (JP)
	Richard Quinton (RQ)	Jackie Quinton (JQ)	Peter Brash (PB)

Parishioners present at the meeting: 12

#### Public Contributions

Representations were received from a group of parishioners for a dog bin to be installed at Newtown. After a brief discussion it was felt that as two new dog bins had recently been installed in the village, another could be approved to tackle the issue of fouling as there was sufficient money in the budget. KO proposed, JR seconded, all were in favour and **IT WAS SO RESOLVED**. The Clerk will liaise with BS to arrange purchase and installation of the dog bin. A note reminding dog owners to clear up after their pets will also go into the next Newsletter.

#### WPC 16-02-01 Update from County & District Councillor

The County Councillor Report had previously been circulated to the Council and has been posted on the village website [www.worlingworth.onesuffolk.net](http://www.worlingworth.onesuffolk.net)

The report included Suffolk County Council achieving the top rating of 'good' from Ofsted for its Children's Services, with MH noting that Worlingworth Primary School had recently been awarded an 'outstanding' rating from Ofsted, which was very well deserved. The Clerk was asked to contact the Primary School on behalf of the Parish Council and congratulate them on this achievement.

There was also an update on the Better Broadband project, where MH reminded all present that there is a scheme available through Suffolk County Council whereby anyone with less than 2Mb speed on their broadband could access a free satellite broadband service.

Finally there was an announcement that Suffolk's schools are to benefit from a £600K boost in funding as part of the Raising the Bar Programme. MH has also managed to secure £1,000 funding from his locality budget for Worlingworth Community Centre to install ambient lighting and £400 to supply new chairs for use at the Community Centre.

#### WPC 16-02-02 Presentation from County Broadband

James Salmon of County Broadband outlined the service his company could offer. The system uses an aerial network to bounce signals from one location to the other using receivers placed strategically. Working like a TV signal the consumer can then choose the final service provider. County Broadband needs to conduct a feasibility study to determine how many receivers would be required to service the village before costs can be advised. In previous locations the community have assisted with such a study, which is carried out free of charge. Further details can be found on the website [www.countybroadband.co.uk](http://www.countybroadband.co.uk)

#### WPC 16-02-03 Presentation from Fram Broadband

Edward Leigh of Fram Broadband and Richard Heldreich of CPO Solutions (planning consultancy) explained the service offered by Fram Broadband. The technology works in a similar way with aerial signals. Fram Broadband are currently in a pre-planning stage looking at installing a 39m lattice work mast at Stanway Green which would be capable of receiving signals

from the Mendlesham Mast and then bouncing these signals on to properties in Worlingworth. It is anticipated that the application for planning for the mast will be submitted within the month and should the application be successful and the mast put up, Fram Broadband will offer the service to the village with a proposed installation fee of £200 after checks that the property is capable of receiving the signal. Further details can be found on the website [www.frambroadband.com](http://www.frambroadband.com)

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CG thanked both companies for their presentations and asked all Councillors to consider their thoughts for future discussion. PB agreed to collate comments and take the lead on the matter.

#### WPC 16-02-04 Apologies

There were none.

#### WPC 16-02-05 Declaration of Interests

There were no declarations of interest.

#### WPC 16-02-06 Minutes of previous meeting

The acceptance of the Minutes as a true and accurate record of the meeting held on Wednesday 20<sup>th</sup> January 2016 was proposed by KO, seconded by PB and they **WERE SO RESOLVED**. The Minutes were signed by the Chairman and Clerk.

#### WPC 16-02-07 Matters Arising and Action Points

- 7.1 Write to SCC Highways regarding the cutting of drainage grips in Southolt Road, to be discussed later in meeting. ONGOING
- 7.2 Forward Declarations to new Councillors for completion and arrange for links to online Register of Interests. DISCHARGED
- 7.3 Complete Register of Interests and Declarations. DISCHARGED
- 7.4 Contact MH to request update on progress regarding 30mph speed limit request on Southolt Road, to be discussed later in meeting. ONGOING
- 7.5 Newsletter item – Sites needed for tree planting. DISCHARGED
- 7.6 Include tree planting costs in budget for 2016/2017. DISCHARGED
- 7.7 Newsletter item – ask for interest in First Aid course, to be discussed later in meeting. ONGOING
- 7.8 Find out about installing a defibrillator in the village, to be discussed later in meeting. ONGOING
- 7.9 Newsletter item – volunteers needed for help with PWLB celebration weekend. DISCHARGED
- 7.10 Liaise with Geoff and Nick regarding article for village website explaining history of Over 65's Christmas Lunch. DISCHARGED
- 7.11 Submit precept form. DISCHARGED
- 7.12 Upload new funding application form to village website. DISCHARGED
- 7.13 Consider items for village website/Facebook page. DISCHARGED, but will continue to be ongoing over time.
- 7.14 Contact SCC Highways regarding broken speed limit sign by Jessop Close. DISCHARGED

#### WPC 16-02-08 Parish Council Activities

- a) Possible Options to Improve Broadband Speeds. See the presentations earlier in the meeting.

In a related matter, regarding improving Worlingworth's communication links, the Clerk advised that she had received an email shortly before the meeting from a company called

Shared Access, which appeared to be offering investment in floodlighting for sports facilities. In return they wanted to use the floodlights to mount mobile phone receivers. Shared Access had requested a meeting in the next week with representatives from the Parish Council as they were looking at the Community Centre as a potential location. The Clerk will forward the email to all Councillors and representatives from the Community Centre Committee to see if anyone is able to meet with Shared Access and find out more about the proposal.

- b) Tree Planting Update – The Clerk read out a report from Tree Warden John Ridgwell, several trees have been supplied to parishioners under the scheme, some are being planted by the landowners; some will be done by John himself once conditions are suitable. It is planned to plant a number of trees along the roadway to Stanway Green in the autumn of this year.
- c) Southolt Road Update – drainage grips and 30mph zone – CG reported that the parishioner who had raised the concerns had received a reply from SCC Highways, who had been in contact with BT to ask them to look at burying the affected cables deeper into the verge as they are currently outside of approved depth parameters. The drainage grips will be cut once again in the autumn and the situation will be monitored to see if the issue has been resolved.

Following the request for a 30mph zone MH had met with the SCC Highways team, but after looking at police data the road does not currently meet the criteria for a 30mph speed limit and therefore there is nothing more that can be done at the present time.

- d) Litter Pick Update – BS reported that 10½ bags of rubbish had been collected and with 21 volunteers joining he had run out of litter picking sticks on the day. The Clerk had been in contact with MSDC to arrange collection of the litter and had acquired an additional pack of litter pickers and high visibility jackets, which she passed onto BS ready for future events. A request for longer litter pickers had been made by one of the volunteers, so that rubbish could be removed more easily from ditches. The Clerk has researched the prices and will pass the details to BS for consideration. It was noted that the WI had been involved in washing the village signs as part of the ‘Clean for the Queen’ campaign. A note thanking all volunteers will go into the next Newsletter.
- e) Suffolk Year of Walking – As Worlingworth organises its own Walking Day the Parish Council felt it was not necessary to apply for a Walk Leader.
- f) Path across village green and horses on footpaths – Concerns had been raised that a muddy track was forming across the green. The Clerk will consult SALC to check on legal implications of the Parish Council installing a path across the green. PB will liaise with Ian Abbott who currently cuts the grass on the green to see if installing a path would cause any difficulties to him.

The issue of horses using the footpaths had been raised on the Parish Council Facebook page. DS stated that she had not seen any further evidence that this was continuing and it may have been a one-off.

- g) Litter bins and fly posters – The Clerk will look into how much a litter bin would cost to purchase and the ongoing emptying costs and report back to the Council. In the meantime a reminder will go into the Newsletter about taking litter home.

Concerns had been raised about the legality of posters being put up around the village and the littering that they can cause. After discussion it was agreed that posters relevant to the village will be tolerated, but people should remove them straight after their event to avoid littering. A note regarding this will go into the next Newsletter.

- h) First Aid Course and Defibrillator – Several people have expressed interest in First Aid training, including one person who had already taken a basic first aid course, but would like to go one step further and become a First Responder. The Clerk is awaiting information about a public access defibrillator from Suffolk Responders, but had recently taken training herself and was able to outline to the Council how the machines work. All agreed that this is something the Parish Council should pursue for the village. RQ offered to take the lead on

organising the subsidised First Aid course and acquiring a defibrillator. The Clerk will forward all information to RQ.

- i) Unlisted Heritage Assets – the Council felt this was something that needed to be deferred to the Worlingworth Local History Group, but with the reminder that funding may be available to assist if necessary. JR will take to the next WLHG meeting for consideration.
- j) Commemorative Medal for 90th Birthday of HM Queen Elizabeth II – Details had been circulated to all Councillors regarding the Commemorative Medal. BS proposed, DS seconded and **IT WAS SO RESOLVED** that the Parish Council should fund a medal for each pupil currently at the Primary School. The Clerk will contact the school to check the roll number and order the medals.
- k) Arrangements for Annual Parish Meeting – CG had met with the Clerk and all the village organisations will be invited to attend and give a report. Refreshments will be offered to all who attend. At the end of the meeting time will be set aside for a brief open forum discussion where parishioners will be invited to offer their ideas for possible projects that could be funded now that the PWLB repayments have been met.
- l) PWLB Celebrations Update – To be considered under requests for funding

#### WPC 16-02-09 Finance

- a) Financial Statement - The Clerk had previously circulated the Financial Statement for March which was accepted by the Council.
- b) To finalise 2016/2017 Budget – The Clerk had circulated a second version draft budget for the Council to consider as following the previous meeting a couple of minor changes had occurred. KO proposed the adoption of the budget, JP seconded and **IT WAS RESOLVED** the budget be adopted. The Clerk will arrange for it to be published on the website.
- c) Cheques were authorised for:
  - The Clerk for salary, travelling expenses and postage.
  - Tree planting scheme payments
  - HMRC
  - SALC payroll
  - Mark Palmer Photography for plaques arranged by Worlingworth Local History Group (funds from Village Recorder reserves)
  - BS for Litter Pick lunch supplies (out of Chair's budget)
- d) To consider applications for funding
  - Request for donation from East Anglian Children's Hospice – as this charity is well supported within the village via the St Mary's Church and the WI, the Parish Council declined the request on this occasion.
  - Request for donation from Worlingworth Celebrates Steering Group – Nick Cook presented the plans for the weekend, which had been previously circulated. The Parish Council agreed to support the event, but concerns were raised about restrictions on funding outside groups under Section 137 and that the spending should reflect the need to provide funding to other groups within the village.

The Clerk was asked to consult with SALC over whether the planned celebrations fell within this restriction, or whether they could be considered under Section 145, which allows for local authorities to contribute towards festivals to benefit their residents.

Dependent upon the outcome two proposals were put forward:

To fund up to £2,500 if under Section 137, proposed by JP, seconded by KO.

To fund up to £3,000 if under Section 145, proposed by JP, seconded by KO

In either case Nick Cook was asked to liaise with the Clerk over releasing funds direct to contractors when required, as Worlingworth Celebrates Steering Group does not have its own bank account.

#### WPC 16-02-10 Planning

- b) To consider planning applications which have been submitted since the last meeting:
- Application 0607/16 – Dropped kerb and 32 Church Road – the Council offered no comment.
  - Application 0550/16 – Revised design of planning proposal 0395/15 at The Mills, Mill Road. The developer had been in contact with the Clerk to explain that the changes had been requested to open up the site and instead of the entrance being between two imposing barns one of the barns is now to be a traditional cottage. The Parish Council expressed some reservations about the changes as the feeling was that the original design reflected the agricultural heritage of the site, but there were no grounds for formal objection.
  - Application 0514/16 – Erection of first floor extension at The Haven, Mill Road – the Council offered no comment.
  - Application 0608/16 - Erection of 4 bay cart lodge and workshop with home office/studio and storage above at Halcyon House, Church Street – the Council offered no comment.

#### WPC 16-02-11 Feedback from External Meetings & Additional Reports

The Clerk had circulated the police report with crime statistics from December and January; this will be published on the village website.

An email had been received shortly before the Parish Council meeting from Suffolk Constabulary explaining the new policing model. One police officer and one PCSO will be responsible for a cluster of 39 villages including Worlingworth. They will be working out of Eye Police station and a public meeting is due to take place in Eye during April or May to address any concerns that the public may have regarding the new model, date to be advised.

#### WPC 16-02-12 Matters to be brought to the attention of the Council

JR reported that recently drains in Willow Green had been surveyed by Anglian Water to see if a sewer upgrade was required. JR had spoken to the surveyors and asked that when their reports were submitted they consider the impact that the new housing currently being planned within the village will have on the sewers.

A parishioner present at the meeting raised a query about the tree planting scheme, with worries that trees planted on the verges would over time encroach on the roadway. The Clerk agreed to convey these concerns to the Tree Warden for consideration.

CG stated that she would be standing down as Chair at the Annual General Meeting of the Parish Council on 18th May.

#### WPC 16-02-13 Items for the May Agenda

Annual Audit	Update on Village Green Path
Update on First Aid Courses & Defibrillator	Final Arrangements for Annual Parish Meeting
Update on Broadband & Mobile Phone Provision	Update on Litter & Dog Bins

There being no further business requiring the attention of the Parish Council, the meeting was closed at 10.10 pm. The next meeting is set for **Wednesday 18<sup>th</sup> May 2016** at 7.30 pm at the Community Centre.

Sarah Clare  
Parish Clerk

Carol Garrett  
Chair