



## WORLINGWORTH PARISH COUNCIL

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

Minutes of the Meeting held on Wednesday 18<sup>th</sup> December 2019 at the Community Centre.

|            |                                 |                    |                      |
|------------|---------------------------------|--------------------|----------------------|
| Attendance | Brian Smallcombe (Chair) (BS)   | Carol Garrett (CG) | Michael Howard (MHo) |
|            | Juliet Pierce (Vice-Chair) (JP) | Adrian Smith (AS)  | Andrew Nunn (AN)     |

Public present at the meeting: 1

#### Public Contributions

None

#### WPC 19-12-01 Update from County & District Councillor

Matthew Hicks (MHi) the County & District Councillor had sent his apologies, but his December Report had previously been circulated to the Council and has also been posted on the village website [www.worlingworth.onesuffolk.net](http://www.worlingworth.onesuffolk.net) and on the Parish Noticeboard.

#### WPC 19-12-02 Apologies for Absence

Jackie Quinton (JQ) was unable to attend due to injury and had sent her apologies. Richard Quinton (RQ) was unable to attend due to family commitments and had sent his apologies. The Council accepted.

#### WPC 19-12-03 Declaration of Interests

None

#### WPC 19-12-04 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 20<sup>th</sup> November 2019 as a true and accurate record, were proposed by JP, seconded by AS and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

#### WPC 19-12-05 Matters Arising and Action Points

- 5.1 Newsletter Item – Warm Homes, Healthy People funding available for first time heating systems. DISCHARGED,
- 5.2 Take to next Community Centre Committee meeting – issue of enforcing no dog rule on playing field and whether the original artwork for the Worlingworth Wayfinder can be displayed in the Community Centre ONGOING
- 5.3 Write up explanatory information about how the defibrillator may be accessed and circulate for publication in the Newsletter, What's on in Worlingworth, on Facebook/NextDoor and for upload to the village website. ONGOING
- 5.4 Clerk to source dates/times for website accessibility training and arrange bookings, or alternatively see if there is a style guide available instead DISCHARGED
- 5.5 Write to District/County Councillor to ask for direction sign at New Road junction. ONGOING
- 5.6 Liaise with Nick Cooke over the production of an information board for the Worlingworth Roadside Nature Reserve. To be discussed later in meeting.
- 5.7 Liaise with outgoing and incoming Tree Wardens, to facilitate the ordering and completion of the tree planting project at Stanway Green. To be discussed later in meeting.

- 5.8 Write to Nest Developments about the silver birch trees that have failed on the White Cottage site. DISCHARGED – Nest Developments are aware of the situation and will be liaising with the new residents on the site to plant replacement trees in the Spring.
- 5.9 Seek advice from parishioners about the ownership of the Old Stores verge. DISCHARGED – no information forthcoming – Clerk to make contact with Land Registry.
- 5.10 Contact Suffolk Highways about any regulations involved in planting on verges. ONGOING
- 5.11 Chase Community Liaison Engineer for updates on proposed traffic calming measures and The Swan hedge. ONGOING
- 5.12 Source Bugler for VE Day 75 Commemorations. ONGOING - Matter to be put on March meeting agenda.
- 5.13 Speak to Church and Bell Ringers about VE Day 75 Commemorations. DISCHARGED - Matter to be put onto March meeting agenda.
- 5.14 Repost Suffolk County Council SCRAP Fly-Tipping Social Media Messages. ONGOING
- 5.15 Contact National Community Energy Campaign and indicate support in principle for the group's aims. DISCHARGED
- 5.16 To provide responses to funding applications as required. DISCHARGED
- 5.17 To distribute payments as detailed on November 2019 Payment Schedule. DISCHARGED
- 5.18 Provide responses to the Planning Department for applications considered at the November meeting. DISCHARGED
- 5.19 Newsletter item – highlight abuse of yellow zig-zag lines outside the school and the safety implications. DISCHARGED
- 5.20 Arrange for engraving of Jubilee Cup. DISCHARGED

#### WPC 19-12-06 Parish Council Activities

- a) To consider co-option to fill vacancies on Council – BS asked whether anyone present wished to be considered for co-option to the Council. Nobody came forward, the Clerk confirmed that the vacancy is published on the village website and will ensure it goes into the next available Newsletter again.
- b) Parish Council portion of noticeboard outside Community Centre – CG observed that there are two portions of the noticeboard that are being used for parish council business, but it is difficult to display everything that legally needs to be on display. The remaining two sections are well used by other village organisations, so it is not an option to simply use more sections. After discussion, JP proposed that the minutes were hung up on a hook inside the noticeboard so that if anyone wanted to read a paper copy, they could open the noticeboard and take them down. This would save a lot of space on the board. BS seconded the proposal and **IT WAS SO RESOLVED**. The Clerk will also issue new notices with 2020 dates and Councillor contact information for all noticeboards to display.
- c) PCSO Referral regarding on-street parking outside Worlingworth Primary School – The Primary School has approached the police asking for help in enforcing the yellow zig-zag no parking zone. The PCSO has advised both the school and the Clerk that a referral asking for police enforcement should come through the Parish Council and a form has been received to facilitate this matter. AN proposed completing the form and asking for a PCSO to attend when the school returns in the New Year, BS seconded and **IT WAS SO RESOLVED**. The Clerk to complete form and copy the school in, so that they know what has been done.
- d) Update on Road Safety audit – The Clerk reported that she is still awaiting feedback from the Community Liaison Engineer and will chase again.
- e) Update on Tree Warden Work – JP has spoken to the outgoing Tree Warden and reported that unfortunately the proposed new Tree Warden feels that she is unable to commit the necessary time to the task. The Clerk will contact the Village Newsletter and ask that the advert that was placed at the end

of 2018 be re-run. BS reported that Victoria had contacted the Chair and although she regretted that she was unable to continue in the role, she had thanked the Council for their support and friendship. The Council expressed thanks to Victoria for the enthusiasm and effort she had brought to the role.

- f) Update on Worly GiG progress – JP had produced a leaflet outlining all recycling options available in Worlingworth and the surrounding area, BS proposed publishing the leaflet as an insert to go out with the Village Newsletter, AS seconded and **IT WAS SO RESOLVED**. JP will forward an electronic version of the file to the Clerk, who will make contact with Gipping Press and request a quote for consideration at a meeting in the New Year.

JP and CG were going to arrange a public meeting about Worly GiG, but interest at present has come from people who don't want to attend meetings, but are ready to do practical things to help. Once the recycling leaflet is ready to be sent out with the Newsletter, another article can be run in the same issue of the Newsletter to try and generate more interest.

- g) Update on Worlingworth Roadside Nature Reserve – CG reported that Nick Cooke has liaised with the District Council to arrange cutting back and raking of the verge and that the new posts identifying the area are now in place. Photos of the verge and new posts are on the village website.

CG is still keen to progress the idea of an information board to tell people about what species they can expect to find on the verge, but at present is uncertain about the best position for the board where it won't affect the cutting process. JP will make an informal approach to the owner of the field entrance in nearby, to see if it would be possible to site a sign on the fencing. If this isn't possible then CG will contact Nick Cooke again to see about how the Athelington Roadside Nature Reserve arranged their information board.

#### WPC 19-12-07 Finance

- a) To review the Financial Statement for the month - The Clerk had previously circulated the Financial Statement for December. There were no queries.
- b) To finalise and adopt the 2020/2021 budget – The Clerk had circulated a second version draft budget for the Council to consider as since the previous meeting a couple of minor changes had occurred.

AS proposed the adoption of the budget as agreed in the second version, MHi seconded and **IT WAS SO RESOLVED**. The Clerk will arrange for the Budget to be published on the website.

- c) To set precept for forthcoming year – Following adoption of the budget the Precept was set for 2020-2021 with an increase of by 1.5% MHi proposed, AN seconded and **IT WAS SO RESOLVED**. The Clerk will complete and return the form to the District Council together with the supporting budget.
- d) To consider applications for funding as received  
None Received
- e) To agree payments as detailed on the Payment Schedule  
JP proposed authorisation, AS seconded and **IT WAS SO RESOLVED**. The Clerk will issue cheques accordingly.

#### WPC 19-12-08 Planning

- a) To consider planning applications that had been submitted since the last meeting:  
None received
- b) Updates and Outcomes on previous planning applications:  
None

#### WPC 19-12-09 Feedback from External Meetings & Additional Reports

- a) Energy Meeting Report – MHi had attended and reported that there had been a lot of information and help available for vulnerable people. MHi felt that it would be a good idea if a similar event be arranged for Worlingworth as lots of elderly people in the village would benefit. CG suggested linking it in to the Spring Clean day. MHi will make contact with the Rural Coffee Caravan (the charity behind the event) and see if there are dates available in March or April. BS suggested that the caravan could be invited

to the village fete and will check the date/possibility of including them with Carly and report back to MHi.

- b) Police Meeting Report – AS had circulated a report before the meeting, it had been a positive meeting, with the police themselves feeling that they have turned a corner in terms of resources and therefore they are looking forward more confidently to what can be achieved next year.
- c) Chicken Shed Meeting Report – Nothing new to report, the meeting had been a ‘closing’ meeting after the withdrawal of the Southolt proposal, at present the action group are monitoring the situation.
- d) SALC Meeting Report – The issue of chicken shed development was raised, SALC will be issuing best practice guidance on dealing with such development proposals. A query had been raised about the lack of quarterly meetings. A new staff member has been recruited and it is hoped to resurrect these meetings soon.

#### WPC 19-12-10 Matters to be brought to the attention of the Council

- a) BS had received a bill requesting payment for remembrance wreaths. The Clerk reported that the Parish Council had already paid bill to the Poppy Appeal for the annual wreaths laid at the remembrance service and the PC Whiting memorial. BS will contact the person who has sent the bill to him and ask for clarification.
- b) A parishioner had raised concerns about the way in which The Swan is being allowed to deteriorate and suggested that some sort of order be made to compel the owner to carry out work to protect the listed building. BS reported that the plot of land behind pub (the historic bowling green) has been accepted into the Gobbold Trust to be looked after. The Clerk reported that Suffolk Highways have been attempting to make contact with the owner about the overgrown hedge on Swan Road. JP has raised concerns about the state of the building with Community Team at District level, as part of the re-application for the Asset of Community Value status, that was re-granted earlier in the year. It was felt that the Parish Council has done everything legally possible at this point – BS will advise the parishioner of the current situation and refer them to the Save Our Swan group, who are the action group set up to bring the pub back into use as a Community Pub.

#### WPC 19-12-11 Items for the January Agenda

- Road Safety report update on progress
- Dates for Spring Clean/Walking Day/Autumn Tidy/Annual Parish Meeting.
- Funding Applications – Seniors Xmas Get Together/Village Newsletter/Worlingworth Players (Panto)

There being no further business requiring the attention of the Parish Council, the meeting was closed at 8.57pm. The next meeting is set for **Wednesday 15<sup>th</sup> January** at 7.30 pm at the Community Centre.

Sarah Clare  
Parish Clerk

Brian Smallcombe  
Chair