

# WORLINGWORTH PARISH COUNCIL

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

Minutes of the Meeting held on Wednesday 13<sup>th</sup> February 2019 at the Community Centre.

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

Public present at the meeting: 2

### Public Contributions

A parishioner raised concerns about an area of land on the outskirts of the village, which it appears is being used for waste processing. After enquiries the parishioner believes that the requisite planning and licencing requirements are not being met. Both the District Council and the Environment Agency are aware of the situation and the landowner concerned has been asked to apply in retrospect for appropriate permissions.

A number of issues that are affecting the area were discussed, including the potential impact on residents of the neighbouring village of Bedfield, whose Parish Council would not be consulted on the matter as the land is within Worlingworth.

The Clerk explained that until a planning application has been submitted the Parish Council was unable to make any formal comment on the site in question.

However, a number of Councillors offered personal ideas and suggestions, including confirmation from one that the site currently had planning permission for light industrial use, including the storage and repair of agricultural plant, but there was no mention in the current permissions for the activities that currently appear to be taking place on the site. One councillor agreed to liaise as a private resident with the concerned parishioner and offer assistance regarding such matters as such as the User Class of the site; whether Waste Transfer Orders were in place; the current status of any Operator's Licences for vehicles using the site; whether Anglian Water were aware of the waste processing and how it may affect aquifers in the area.

### WPC 19-02-01 Update from County & District Councillor

The County Councillor's February 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. Matthew Hicks (MHi) briefly outlined the report drawing attention to the following:

- The budget was due to be set and approved at Suffolk County Council on 14<sup>th</sup> February, it is always a challenge as every year the Council is expected to reduce their budget, however, spending is due to be increased on adult social care and children's services, which takes up 75% of the total budget, looking after most vulnerable in society. The increase in spending on the vulnerable is due to the two factors of people living longer and children surviving with far more complex needs.
- An agreement is now in place for Suffolk County Council to borrow up to £45 million to create 800 special schooling places inside the County. This equates to three new facilities and 36 new specialist units attached to existing schools. In the long-term savings are expected (as children will not need to be transported to out of county facilities) and of course it leads to better outcomes for the children.
- £9.8 million was awarded to the County from Central Government in November for road repairs and must be used by 30th March, hence the current high incidence of roadworks. The use of a new thermal patch machine is proving to be very efficient, but as always it is reliant upon people reporting problems to the Highways Department. Anyone can report potholes on the Suffolk Highways website and everyone is implored to check and not assume that someone else has done it. The Clerk will put a note to this effect in the next village Newsletter.
- Suffolk Day will be taking place this year on 21<sup>st</sup> June with lots of events planned.
- Superfast Broadband is becoming a reality for more and more people in Suffolk, especially now that BT have come up with a method of linking outlying properties to make it more cost effective. Currently Suffolk is on-course for 98% of residents having access to Superfast by 2020, unfortunately the remaining 2% are still something of a stumbling block due to high costs.

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

There were none.

#### WPC 19-02-03 Declaration of Interests

There were none.

#### WPC 19-02-04 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 16<sup>th</sup> January 2019 as a true and accurate record, were proposed by JP, seconded by CG and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

#### WPC 19-02-05 Matters Arising and Action Points

- 5.1 Organise a professional sign to explain significance of the Worlingworth Celebrates Montage and arrange for the names of those included in the montage to be passed in confidence to the Village Recorder for archival purposes and obtain quotes for cost of work. ONGOING as linked to item 5.3
- 5.2 Liaise with volunteers regarding the preparation and repainting of the main noticeboard, with all materials being provided by the Parish Council. ONGOING – the work will take place once frosts have passed to help the paint take better to the woodwork. CG asked if anyone would mind her reorganising the noticeboard, so that Parish Council notices have two section, as currently it is very difficult for everything to be properly displayed, BS seconded the proposal and **IT WAS SO RESOLVED**.
- 5.3 Buy new display boards for Parish Council. ONGOING. BS provided draft wording to all Councillors and asked them to submit comments in the next fortnight, so that he can finalise this task.
- 5.4 Newsletter item (re-run) – councillor vacancy. DISCHARGED in the next Newsletter the Clerk will include details of the upcoming Parish Council elections and where potential candidates can obtain forms.
- 5.5 Newsletter item – publicise list whereby parishioners can submit their email addresses to receive alerts when the website is updated. DISCHARGED – The Clerk has had confirmation from some on the list (and will chase up the others) about extending the use of their email address to include all updates, not just parish council business. Anyone joining the list now will automatically be included for all updates. CG will contact website hosting to see if there is any method of setting up a system that automatically notifies subscribers to updates, rather than relying on manually sending out emails.
- 5.6 Chase up Community Heartbeat Trust regarding defibrillator. To be discussed later in meeting.
- 5.7 Cut back foliage around speed limit signs where necessary. DISCHARGED
- 5.8 Write to Dr Carolyn Barnes thanking her for the work carried out on the VAS data. DISCHARGED
- 5.9 Newsletter item – pilot scheme for speed limit bin stickers, ask for volunteers to come forward. DISCHARGED – a number of parishioners have taken up the offer, AS has asked all who have taken stickers to provide feedback and this subject will be reviewed at a Parish Council meeting in a few months' time to assess effectiveness. AS asked if the Council would support him purchasing more stickers to extend the pilot, JP proposed, RQ seconded and **IT WAS SO RESOLVED**. AS will arrange to order and submit bill for reimbursement at the March meeting. The Clerk will include the item again in the next Newsletter to encourage more people to come forward.
- 5.10 Arrange working party to install kissing gates. ONGOING
- 5.11 Set up specific area on website and liaise with Victoria for Tree Warden news. ONGOING
- 5.12 Identify areas in Worlingworth Parish that would fall under the category of a Local Green Space and then write to the District Council to indicate that Worlingworth supports the matter; copying in the Tinkler's Meadow Group and Matthew Hicks. ONGOING – BS and JP have identified the areas and supplied the information to the Clerk. The proposed areas will be circulated to all the Council, prior to the Clerk composing a reply.
- 5.13 Newsletter item – follow up article about community groups, highlighting the support that is available if required. DISCHARGED
- 5.14 Make bookings with the Community Centre Booking Clerk for the Village Spring Clean, Autumn Tidy and Walking Day and publish the dates on the village website and in the Newsletter. DISCHARGED
- 5.15 Arrange to move funds between current accounts and reserves, set up new centre within the reserve funds, publish budget and submit precept. DISCHARGED

- 5.16 Contact Worlingworth Community Centre to explain that the application for funding would be reconsidered once the third quotation has been received. To be discussed later in meeting.
- 5.17 To distribute payments as detailed on January 2019 Payment Schedule. DISCHARGED
- 5.18 Signpost parishioner to Environmental Health department and provide Clerk with additional information on house in question. ONGOING
- 5.19 Attend training workshop 'Election Briefing'. DISCHARGED

#### WPC 19-02-06 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.

Parishioner Victoria Alexander (VA) who had already taken up the role of Tree Warden indicated that she was willing to be considered for co-option to the council. RQ proposed that she be accepted for co-option, AS seconded and **IT WAS SO RESOLVED.**

The Clerk asked VA to sign the declarations of eligibility and acceptance and will arrange for a link to be emailed to complete the Register of Interests and look into training options for New Councillors.

- b) Update on defibrillator installation & training sessions – RQ reported that the defibrillator is to be installed at the Community Centre on 20<sup>th</sup> March 2019. Once the defibrillator has arrived and been installed then RQ will look into arranging training sessions.
- c) Tree Warden Report – VA asked whether in her role as Tree Warden it would be appropriate to approach a local landowner to ask if he would consider converting an area that he currently uses for washing out his insecticide/weedkilling equipment into a woodland, as this would be better for the environment. The Clerk advised that although this appears a good idea in principle, it is necessary to have an area of this nature available to clean equipment when using sprays and that as long as all environmental regulations were being abided by then it may prove difficult to persuade the landowner to change his use of the land. MHi suggested that if VA was concerned then she may like to contact Environmental Health at Mid Suffolk District Council, or the Environment Agency and ask them to check out the area.
- d) Parking in Shop Street – BS reported upon the concerns raised by parishioners about parking outside the new Willow Yard (White Cottage) development and opposite Smiths Close. The Clerk has already responded to one query explaining that unfortunately the Parish Council is unable to take any action against cars parked on the public highway. It is a matter for the police and if parishioners are concerned that the parking is illegal or dangerous then they should make contact with the local Safer Neighbourhood Team (SNT) officer [eye.snt@suffolk.pnn.police.uk](mailto:eye.snt@suffolk.pnn.police.uk). The risk of having cars parked on the bend by White Cottage was a concern that the Parish Council did raise when planning for the site was sought, but the ultimate decision on whether to grant planning was taken by the District Council, with Suffolk Highways taking responsibility for guidance on highways matters. However, if the parking does prove to cause major problems then the Parish Council could possibly ask for Suffolk Highways to consider road markings to mitigate the situation, but evidence would need to be obtained to support such a request and ultimately it would be down to Suffolk Highways to make the decision.

MHo offered to speak to the police, highlighting these concerns at the next SNT meeting and ask for them to take a look. RQ noted that a police presence driving past on occasion would be good and AN stated that when the next planning applications come in the Parish Council should again highlight the stresses and safety issues caused by parking. The Clerk will put a note in the next Newsletter asking that all parishioners ensure that they park considerately.

- e) Water Lane Roadside Nature Reserve Signage – CG had been contacted by a parishioner who had expressed concerns that signage at the Roadside Nature Reserve in Water Lane had become damaged. MHi confirmed that he is happy to provide funding from his locality budget. CG will contact Nick Cooke, who originally put up the temporary signage, and ask for his assistance to arrange something more permanent, with information about the Nature Reserve similar to that in Bedfield.
- f) Dog Fouling issues in Swan Road – The Clerk had been contacted by a parishioner who was concerned about the amount of dog fouling on verges, despite the provision of a dog bin in the area. It was agreed that another notice would go into the village Newsletter asking for people to please clear up after their dog.

- g) Annual Parish Meeting planning 24<sup>th</sup> April – The Clerk will compile an annual report for review by BS and then arrange for printing ready for distribution with the May village Newsletter, a note will go in the March Newsletter to highlight the date, with a proper advert for the meeting in the April issue. AS agreed to take on the task of contacting village organisations for their reports, as per last year. The Clerk will forward contact information and a letter template used in previous years. Refreshments will be provided by Christine Smith & Judith Smallcombe, JP offered to supply some homegrown apple juice and CG will look into getting some wine for the evening. JP queried whether the Parish Council display boards would be ready, BS will try to ensure that they are in place subject to the wording being agreed as per item WPC 19-02-05 (5.3)

#### WPC 19-02-07 Finance

- a) To review the Financial Statement for the month - The Clerk had previously circulated the Financial Statement for February, there were no queries.
- b) To consider applications for funding
- i) Worlingworth Community Centre Doors  
Additional information had been provided by the Community Centre Committee (CCC) as requested. The Clerk advised that following a recent SALC bulletin it had been confirmed that funding for the Community Centre building need not affect the Section 137 expenditure and instead could be funded under either Section 133 (expense of providing buildings for public meetings) or Section 19 (provide/contribute to recreational facilities). During discussion it was noted that if the CCC used all the money in their refurbishment fund then they would only be approximately £2.5K short once other pledges had been realised, however, this was countered with concern that there would then be nothing left in their reserves for other work.
- Two proposals were put forward:
- Proposal A:* That the Parish Council offer funding up to £3K subject to the sight of satisfactory letters and accounts. CG proposed, MHo seconded, 4 voted For, 4 voted Against. Chair's casting vote Against. **IT WAS SO RESOLVED**
- Proposal B:* That the Parish Council offer funding up to £5K subject to the sight of satisfactory letters and accounts. RQ proposed, JP seconded, 4 voted For, 4 voted Against. Chair's casting vote For. **IT WAS SO RESOLVED**
- The Clerk will write to the CCC to advise that Proposal B (funding up to £5K subject to the sight of satisfactory letters and accounts) had been carried and release funds upon receipt of necessary documents.
- ii) Suffolk Age UK  
The Parish Council asked that the Clerk contact the organisation and asked for evidence of how they have supported parishioners in Worlingworth, explaining that such funding requests are subject to Section 137 restrictions.
- c) To agree payments as detailed on the Payment Schedule  
CG proposed authorisation, JP seconded and **IT WAS SO RESOLVED**. The Clerk will issue cheques accordingly.

#### WPC 19-02-08 Planning

- a) To consider planning applications that had been submitted since the last meeting:  
None have been submitted
- b) Outcomes of previous planning applications:  
No updates to report since January meeting.

#### WPC 19-02-09 Feedback from External Meetings & Additional Reports

- a) Election Briefing – The Clerk attended and has circulated an outline of the process for candidates to all existing councillors. This will also be provided to any potential new candidates that may approach the Clerk for nomination papers. All candidates are responsible for getting their nomination papers submitted and information has been provided on how to book appointments for submission of papers.

#### WPC 19-02-10 Matters to be brought to the attention of the Council

MHo expressed the opinion that the current SNT police report has limited value to Worlingworth, or other outlying villages, as it is so centralised to Eye, he will discuss with the police at the next SNT meeting.

WPC 19-02-11 Items for the March Agenda

- Digital Mapping Workshop report
- SNT meeting report
- Proposed memorial plate to the five sappers who also lost their lives alongside at PC Whiting.
- Training for defibrillator use and First Aid training
- Spring Clean plans

There being no further business requiring the attention of the Parish Council, the meeting was closed at 9.10pm. The next meeting is set for **Wednesday 20<sup>th</sup> March 2019** at 7.30 pm at the Community Centre.

Sarah Clare  
Parish Clerk

Brian Smallcombe  
Chair