

WORLINGWORTH PARISH COUNCIL

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

Minutes of the Meeting held on Wednesday 19th June 2019 at the Community Centre.

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

Public present at the meeting: 2

Public Contributions

None

WPC 19-6-01 Update from County & District Councillor

The County Councillor's June Report had previously been circulated to the Council and has also been posted on the village website www.worlingworth.onesuffolk.net and on the Parish Noticeboard.

Matthew Hicks (MHi) brought attention to the following points:

There are plans to use County Council owned land to address the housing shortages in the County.

Suffolk County Council is the first County Council to have declared a Climate Emergency – with the intention of being carbon neutral by 2030.

Suffolk Highways have launched the Community Self-Help scheme, encouraging Parish Councils to take on more responsibility for general maintenance tasks in their neighbourhoods.

Parish Councillors discussed the following with MHi, as these matters were relevant to the meeting agenda:

Road Safety Measures – the possibility of extra speed limit signage was raised. MHi suggested looking at changing existing signage to the more visible yellow square backed speed limit signs and offered help via the locality budget if required.

Future Parish Council Strategy Planning – in response to queries raised during the What Worlingworth Wants Survey about attracting new business to the village, MHi explained that Suffolk County Council is working on a local enterprise partnership, with the intention of improving business growth in both Suffolk and Norfolk. There are lots of agricultural, technological and logistics opportunities currently in the pipeline and it is important to ensure that the right workforce is ready in the two counties to take full advantage of these opportunities.

A question was raised about the recent Environmental Impact Assessment for possible chicken sheds in the local area. MHi confirmed that at present there is no application submitted, but he is keeping a close eye on the matter and due to the controversial nature of the proposal if an application is submitted, he will recommend that it goes to Planning Committee for full scrutiny. There are a number of people in nearby villages looking to mobilise opposition, if this proves to be needed in order to be fully effective it needs to be properly co-ordinated.

WPC 19-06-02 Apologies for Absence

Victoria Alexander (VA) was unable to attend due to family commitments and had sent her apologies. Carol Garrett (CG) was unable to attend due to family commitments and had sent her apologies. Jackie Quinton (JQ) was unable to attend due to illness. The Council accepted.

WPC 19-06-03 Declaration of Interests

None

WPC 19-6-04 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 15th May 2019 as a true and accurate record, were proposed by RQ seconded by MHo and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

WPC 19-06-05 Matters Arising and Action Points

- 5.1 Contact District Councillor to request funds from Locality Budget towards the cost of the kissing gate installation. DISCHARGED – this has been agreed and is being processed.
- 5.2 Liaise with parishioner about tree planting near the site at Home Farm, Newtown. ONGOING
- 5.3 Consider ways to engage with the 16-30 age group in particular at the village fete to find out what facilities they would like to see provided within the village. ONGOING
- 5.4 Contact White Cottage contractor again to remind workers on the site about the availability for parking at the Community Centre. DISCHARGED. Although this has been done, there is still an ongoing problem with most of the tradesmen working on the site needing their tools near to hand. AN raised the issue that often the vans are parking partly on the pavement and this may cause particular problems on 5th July when the primary school children will be walking to the Community Centre for their annual play. The Clerk will contact the contractor and ask that particular care is taken by the contractors on this day.
- 5.5 Produce final version of Tree Warden Policy as agreed at May meeting and publish on village website. DISCHARGED
- 5.6 Report on progress for website review, including retention policy. ONGOING
- 5.7 Parish Council Future Planning Strategy. To be discussed later in meeting.
- 5.8 Contact District Council to find out about a co-ordinated paint collection point in the village. ONGOING
- 5.9 Contact White Cottage contractors to request confirmation that the noticeboard is now in its final position. To be discussed later in meeting.
- 5.10 Bring costs for new noticeboard versus refurbishment of old noticeboard to June meeting. To be discussed later in meeting.
- 5.11 Book Community Heartbeat Trust awareness training and liaise with Community Centre Booking Clerk. DISCHARGED – booked for Monday 24th June 7-9pm at the Community Centre, it has been advertised through social media and BS will put signs out on the verge.
- 5.12 Make contact with Great Ashfield First Responders about more detailed First Aid training and possibly the use of defibrillators. ONGOING
- 5.13 Re-issue 2019-2020 budget and circulate to Council for adoption at June meeting. To be discussed later in meeting.
- 5.14 Submit statement of audit completion and arrange for publication of all required documents on village website. DISCHARGED
- 5.15 To distribute payments as detailed on the May 2019 Payment Schedule. DISCHARGED
- 5.16 Provide responses to the Planning Department for applications considered at the May meeting. DISCHARGED
- 5.17 Make contact with Village Recorder for 2011-2016 period to see if there is photographic evidence of work on the site at Poplar Farm during this period. ONGOING
- 5.18 Newsletter Item – remind all parishioners about the need to avoid disturbing nesting birds in hedges and trees between 1st March and 30th September. DISCHARGED. There had been a query raised by a parishioner about the length of time, but guidance is that if the hedge is checked and it is clear of signs of nesting for six days consecutive days before cutting then this is OK.
- 5.19 Contact EACH fundraiser to explain that the village already has an active fundraiser for this charity. DISCHARGED

WPC 19-06-06 Parish Council Activities

- a) To receive Stanway Green Tree Report – The report compiled by retired Tree Warden John Ridgwell was circulated with the agenda. As Tree Warden VA had sent apologies the Council agreed to defer further discussion until she could attend.

- b) Future Parish Council Strategy Planning (including club feedback and small businesses) – AS had circulated a report and asked for comment.

With reference to potential new clubs:

AS has spoken with the parishioner who was interested in trying to start a photography club, he has confirmed that he would be welcome to incorporate all types of photography (including mobile phone cameras) into such a club, but he hasn't been able to start it up due to his own volunteering commitments. He was hoping that someone else would like to help start the club up, but at present nobody else has come forwards. JP had done some research and there is a very well supported photography club in Framlingham that draws people from a wide area, this may make it difficult to get another club up and running in Worlingworth.

The War Games club has also not progressed any further, due to lack of additional interest beyond the first suggestion. The Art Class idea has also not proven to be supported, although RQ noted that there is an Art Class being advertised as taking place in a nearby village on NextDoor.

With reference to attracting new business to the village:

AS had found good sources of information that are available at both County and District level to where people could be signposted. After discussion it was agreed that this matter was outside of the Parish Council remit, but that it was very useful to have the information to hand to direct enquiries should it be necessary. It was felt that at present the Parish Council should focus on offering support to the Save Our Swan group, as bringing the pub back into use may help act as a catalyst to attract people and business into the village.

- c) Review Data from VAS and Review Road Safety Measures – AS had circulated the VAS data for the previous twelve months. The situation remains similar to that discussed in January and whichever way the data is interpreted there is clearly a speeding issue through the village.

After discussion it was agreed to approach the issue in two ways:

1. Look into the possibility of getting a Community Speedwatch set up. AS has already spoken to the police about the feasibility of such a scheme, the police advise that working with a group of villages may be the best way forward, with volunteers from a village monitoring another village. If there is evidence of sufficient volunteers coming forward then the police will undertake a survey to ensure that there are suitable locations in the participating villages for a Community Speedwatch team to operate. Once locations have been identified, full training is given by the police. The equipment for the Community Speedwatch team would need to be funded by the Parish Councils involved. AS proposed that he canvass local villages to find out if there is support for this approach and report back, JP seconded and **IT WAS SO RESOLVED**.
2. AN proposed asking Suffolk County Council to carry out a road safety audit of the village. This may identify places where additional signage could be of help, or even physical traffic calming measures, such as chicanes or rumble strips. BS seconded the proposal and **IT WAS SO RESOLVED**. The Clerk will make contact with SCC and request such an audit, including the data from the VAS to demonstrate the issue as it stands.

- d) Drone use in Worlingworth – A few parishioners have raised concerns about safety and privacy after having drones fly over their gardens. The Government have passed initial legislation about drone usage by non-professional un-licensed users, with operators being subject to criminal prosecution if they breach the regulations. In November more punitive legislation will be coming through, which will result in everyone who owns a drone (even a hobbyist) having to sit an online test to be licensed. AS had a copy of the Civil Aviation Authority Drone Code which he will circulate to all Councillors for information. BS proposed that this also be added to the village website and included in the next Newsletter report, AN seconded and **IT WAS SO RESOLVED**.

- e) Parish Council Noticeboard outside Community Centre – After contacting the White Cottage contractor it turned out that the Noticeboard (although having been moved once), was not yet in its final position. The contractor has a sign-writer lined up to repaint the board and better legs will be put on the board when it is moved to the final location. BS will be meeting with the contractor in the next week to ensure that the board is located satisfactorily and will purchase new cork (approx. £60) to refurbish the inside of the board

- f) Parish Council contribution towards the Community Bus – BS had asked that this be on the agenda to discuss the possibility of using CIL money to support this valuable transport link for the community. The Parish Council felt that until the Community Bus Committee actually ask for funding it is difficult to move forward with this matter. However, at the recent Community Bus AGM it had been announced that until Brexit has been settled the future of the bus (and the need to raise funds for a new vehicle) cannot be decided due to a new Volunteer Driving Code coming into force from the EU. It was agreed to run an item in the next Newsletter highlighting the fact that there is Parish Council funding available for local community groups, but that formal applications need to be made.
- g) Suffolk Highways Community Self-Help Scheme – Launched in May, this new scheme encourages Parish Councils to carry out some smaller items of work within their community that would previously have been done by Suffolk Highways.

There are three ways forward:

1. Contracting the Suffolk Highways to carry out extra maintenance work.
2. Employing a third-party contractor to carry out the work.
3. Getting volunteers to come forward to carry out the work.

During discussion AN offered to take on the role of Community Volunteer Supervisor (CVS), he would not require training as he currently holds the qualifications required. As a CVS he would prepare risk assessments and method statements to cover the work that volunteers already carry out in the village, including the costs of any additional equipment (e.g. road cones) that may be required. AN will look into completing the forms for Community Self-Help and submitting them to Suffolk Highways.

AS expressed concern about expanding any areas of responsibility due to the difficulty of getting people to volunteer for the work that is already carried out.

The Clerk brought up the issue that a parishioner has been in contact about an overgrown footpath outside The Swan, Suffolk Highways have apparently inspected the area and don't believe it to be too bad, AN stated that although cutting the hedge should be the responsibility of the landowner this would be something he could draw to the attention of Suffolk Highways as part of the Self-Help submission.

WPC 19-06-07 Finance

- a) To review the Financial Statement for the month - The Clerk had previously circulated the Financial Statement for June. There were no queries.
- b) To adopt the revised budget 2019-2020 Budget – This had been previously circulated. RQ proposed the acceptance, JP seconded and **IT WAS SO RESOLVED**. The Clerk will ensure that it is uploaded to the village website.
- c) To consider applications for funding as received

i) Worlingworth Social Club, Firework Display

The application requested assistance with meeting the cost of the insurance for the event, due to the sudden and unexpected increase in insurance fees for this year. It was understood that the Social Club do not actually make much of a profit on the event and the Parish Council want to support the continuity of the event as it is an important community event for the village.

Research carried out by AS noted that Worlingworth is very much the cheapest ticket price for similar events in the area and during discussion it was suggested that the Social Club review the entrance fees and perhaps look to a small increase to help offset the cost of insurance for events from 2020 onwards.

After discussion it was agreed to support the application for £600 subject to the above caveat, JP proposed, RQ seconded and **IT WAS SO RESOLVED**

- d) To agree payments as detailed on the Payment Schedule
RQ proposed authorisation, JP seconded and **IT WAS SO RESOLVED**. The Clerk will issue cheques accordingly.

WPC 19-06-08 Planning

a) To consider planning applications that had been submitted since the last meeting:

- i) DC/18/04542 – Erection of 2no. detached residential dwellings. Swan Inn, Swan Road, Worlingworth – re-consultation due to new drawings

Councillors had all studied the application in advance of the meeting. After discussion it was decided to submit **OBJECTION** for the application, based on the following points.

- o All comments submitted to support the Objection to the proposal on 2nd November 2018 still remain valid, the minor changes to land drainage have no relevance to the reasons for objection.
- o The site was also subject to an application in April 2018 (DC/18/00787) which was also objected to by the Parish Council and subsequently refused at District level.

b) Updates and Outcomes on previous planning applications:

- i) DC/19/00161 – Erection of single storey rear extension, Bagend Cottage, Shop Street, Worlingworth - Granted
- ii) DC/19/01512 & 01513 – Reinstatement of First Floor Window (and attendant listed building consent) for Barn Meadow Farm, Swan Road, Worlingworth - Granted

WPC 19-06-09 Feedback from External Meetings & Additional Reports

None

WPC 19-06-10 Matters to be brought to the attention of the Council

JP was pleased to report that The Swan is now re-listed as an Asset of Community Value, this protection will be for a further five years.

BS thanks to JP for submitting item to What's On In Worlingworth.

JP asked about the village fete and who would be helping on the Parish Council stall, BS will have the display boards, JP will donate apple juice to be offered to those who visit the stall. BS will make contact with VA and CG to see what they have planned to attract younger visitors to the stall, as per action 5.3

WPC 19-06-11 Items for the July Agenda

- Website Strategy
- Future Planning for Parish Council
- Stanway Green Tree Report
- Chicken Shed Scoping Meeting Report
- Police Locality Meeting Report
- Defibrillator Training Update
- Community Self-Help Update
- Report on Parish Council Village Fete Presence

There being no further business requiring the attention of the Parish Council, the meeting was closed at 9.30pm. The next meeting is set for **Wednesday 17th July 2019** at 7.30 pm at the Community Centre.

Sarah Clare
Parish Clerk

Brian Smallcombe
Chair