

WORLINGWORTH PARISH COUNCIL

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

Minutes of the Meeting held on Wednesday 21st August 2019 at the Community Centre.

Attendance	Brian Smallcombe (Chair) (BS)	Carol Garrett (CG)	Victoria Alexander (VA)
	Juliet Pierce (Vice-Chair) (JP)	Adrian Smith (AS)	Michael Howard (MHo)

Public present at the meeting: 5

Public Contributions

A question was raised about the village road signs; when people enter the village from New Road there are no signs to indicate the names of the road at the T-junction. This is causing problems for visitors when attempting to navigate the village. The issue of faded and overgrown signs was also raised. The Clerk advised that faded or overgrown signs need to be notified to Suffolk Highways using the online reporting tool on the Suffolk County Council website. A note of the website address for the reporting tool will go into the next Newsletter. The issue of road sign locations will be put on agenda for discussion at the September Parish Council meeting.

A parishioner raised a query about a memorial being provided within the village for the late John Smith, to recognise his contributions to the community. At the Community Bus AGM a suggestion had been put forward to purchase a wooden bench, with a suitable inscription. The suggestion had been discussed with Mr Smith's family and they are very supportive. It has been suggested that the bench be placed outside the Community Centre, the Community Centre Committee are being approached and the Community Bus are willing to co-ordinate the work. The Parish Council were asked if they would consider supporting the idea. The Clerk suggested that once costs are known an application for funding should be submitted, the Parish Council could then consider this at the next available meeting.

A report from the Community Bus AGM was given. At the moment the purchase of a new bus is on hold, due to an ongoing dispute between national bus operators and Department of Transport, regarding the validity of community transport. The judicial review on this matter is due to report mid-November. At the moment a lot of the arguments being used by the national bus operators are based on EU regulations, but depending on how the issue of Brexit proceeds the dispute may not matter in the end. The Community Bus Committee will most likely report again at the December Parish Council meeting, when they may well be considering an application for funding to help with the purchase of a new bus. The Parish Council express thanks to Community Bus for their work for the whole parish and noted that this item will need to be considered for the agenda at the December meeting.

WPC 19-8-01 Update from County & District Councillor

At the time of the meeting there had not been an August Report from the County Councillor and he was unable to attend the meeting, having sent his apologies.

WPC 19-08-02 Apologies for Absence

Andrew Nunn (AN), Richard Quinton (RQ) and Jackie Quinton (JQ) were unable to attend due to family commitments and had sent their apologies. The Council accepted.

WPC 19-08-03 Declaration of Interests

None

WPC 19-8-04 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 17th July 2019 as a true and accurate record, were proposed by AS seconded by CG and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

WPC 19-08-05 Matters Arising and Action Points

- 5.1 Liaise with parishioner about tree planting near the site at Home Farm, Newtown. ONGOING
- 5.2 Newsletter Item – signpost parishioners to the methods of safe collection and disposal of old paint tins, available through the District Council. DISCHARGED
- 5.3 Circulate information received about Road Safety Audit services and put on the agenda for further discussion in August. To be discussed later in meeting.
- 5.4 Arrange purchase of cork boards to refurbish inside of main Noticeboard outside the Community Centre. ONGOING
- 5.5 Upload adopted Village Website Policy to the website. DISCHARGED.
- 5.6 Draft proposals to lead discussion on Future Planning for the Parish Council for the September agenda. ONGOING. CG and JP have met, acquired some demographic information and started the discussion.
- 5.7 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
- 5.8 Arrange a venue for CPR training, currently booked for Tuesday 22nd October. DISCHARGED – Community Centre booked.
- 5.9 Check level of Public Liability insurance cover. DISCHARGED The Clerk confirmed that the Parish Council holds public liability cover for £10 million and employee liability cover for £5 million as part of the overall insurance policy with Community Action Suffolk.
- 5.10 Speak to District Councillor about a locality budget grant to purchase equipment needed to operate the Community Self-Help service. ONGOING
- 5.11 Arrange purchase of new batteries for the VAS and contact Radarlux to see if the unit can be serviced to improve response/range. DISCHARGED
- 5.12 Order remembrance wreaths from Royal British Legion, with earlier delivery for PC Whiting wreath. DISCHARGED.
- 5.13 To distribute payments as detailed on the July 2019 Payment Schedule. DISCHARGED
- 5.14 Provide responses to the Planning Department for applications considered at the July meeting. DISCHARGED

WPC 19-08-06 Parish Council Activities

- a) Stanway Green Tree Report – The report submitted by retired Tree Warden John Ridgwell was discussed. JP proposed funding the replacement trees that John wanted, AS seconded and **IT WAS SO RESOLVED**. BS reported that he still has tree guards in stock and will supply them to John as needed. Additionally, VA and JP have reviewed the area and identified further areas that would benefit, including the possibility of underplanting to avoid the problem of deer damage. VA will bring costings to next meeting.
- b) Road Safety Audit – The Clerk had forwarded an email received in response to the request for an audit to review different ways in which the issue of speeding through the village could actually be reduced to the Councillors. Suffolk Highways have indicated that following the request they will review the road signage/traffic calming measure within the village and report back. In the interim a traffic survey was an option that was offered by Suffolk Highways, but this was a considerable cost. Upon review it was agreed that the data that could be obtained from an onsite survey was already being captured by the VAS in operation in the village. This matter will be returned to the Parish Council agenda once the report from Suffolk Highways has been received.
- c) Retention of Information Policy – Upon review of both the website policy and the privacy notice, CG and the Clerk had agreed that between the two policies all aspects of retention of information had been adequately covered. The website policy has a section about archival information and the privacy policy a section about how long the parish council will keep personal information, therefore it was decided that a separate Retention of Information Policy would be unnecessary.
- d) Community Self-Help Update – As AN was absent it was agreed to defer this matter to the September meeting.

- e) No Cold Calling Zone Update – CG had circulated an email outlining the method of instigating such a zone, however, as at present there does not seem to be a serious problem with cold callers in the village it was agreed not to progress the matter further.
- f) Recycling in Worlingworth – JP had raised the issue for discussion, prompted by the way in which Bedfield School has increased their recycling efforts. After discussion it was agreed to see what information could be collated about the different things that can be recycled within the village to create an easy to use register. A plea for anyone who is actively involved in recycling will go into the next newsletter. CG offered to see what information she could get from the recycling team at the County Council as well.
- g) Awareness Meeting regarding proposed chicken shed development (to include report from Chicken Shed Development Catch-Up Meeting) – AS reported that the main concern of the Save Our Suffolk Countryside Action Group (SOSCA) was about the expansion of Mega Farms in the county. It has been indicated that when the new processing plant at Eye goes live in October, the current plant at Weybread plant will be closed down. However, the new plant will have a much larger capacity and this has resulted in the numerous scoping applications for large scale chicken farms that have occurred recently.

SOSCA believes that there is a coordinated strategy to increase chicken farms in the area to supply the Eye plant. Their concerns are that there doesn't appear to be any controlled strategy for this sort of industrialised farming in Suffolk. SOSCA have sent a letter to the Chair of Mid Suffolk District Council, Lavinia Hadingham, to which all the surrounding Parish Councils had been copied in, raising concerns about the proliferation of scoping applications and asked that the District Council look to implement a coherent strategy on this matter.

SOSCA, although currently gathering information ready to fight applications as they come forward, were not keen with the idea of parishes holding open meetings about the matter until formal planning applications are submitted. This was due to concerns about generating public anxiety and scaremongering about what may happen. When formal planning applications are submitted meetings will need to take place, but at least concrete decisions can be taken based on the application.

After discussion it was felt that the letter that had gone to the District Council also needs to go to the County Council to ensure that the issue is considered at all levels. MHo will take this comment to the next meeting of SOSCA on 4th September, on behalf of Worlingworth.

- h) Signage for Worlingworth Roadside Nature Reserve – CG reported that since last meeting a review of the Roadside Nature Reserve (RNR) has taken place due to someone in the village reporting additional flowers to Mid Suffolk District Council, as a result the RNR has been extended. New RNR permanent white posts are on order and will be put in place as soon as they are available, these will be organised and funded by Mid Suffolk District Council. At the moment the only extra information available about the site is a laminated sheet produced by Nick Cooke. CG proposed that the Parish Council funded a proper printed board illustrating all the flowers that can be seen in the verge and arrange installation of the board at the verge in Fingal Street, JP seconded and **IT WAS SO RESOLVED**. CG will liaise with Nick Cooke over the production of the board.
- i) PC Whiting Memorial – BS reported a phone call from a parishioner, who had been contacted by the family of PC Whiting. The family were initially not happy about the addition of the plaque to commemorate the Sappers who also lost their lives at the same site. The family felt that as PC Whiting was from the Worlingworth area and the Sappers were not it was wrong that they were sharing such a memorial, as their names were recorded on the village War Memorial. The parishioner had informed the family that the Sappers were not in fact remembered anywhere in Worlingworth, upon reflection the family then thought that the addition of the plaque to commemorate the Sappers with their Father was a good way forward.

AS reported that he had received a letter from one of the daughters of PC Whiting, with very positive comments about the additional remembrance for the Sappers, after he had written explaining the extra plaque and enclosing 10x8 prints of the refurbished memorial (the fence has been painted and gravel placed around the memorial to improve footing and suppress weeds). The daughters were being invited to attend a special remembrance service in 2020 as part of an 80th Anniversary memorial. The Royal Engineers Association are trying to trace any family of the Sappers to invite, but will be sending a representative anyway. Suffolk police are also intending to send a representative. AS will put something in the next newsletter to raise awareness of the history of the event and the memorial service.

- j) Hedge outside The Swan – The Clerk has received complaints about the hedge overgrowing the footpath outside The Swan. Photos were circulated to confirm the exact location and whether this area is the responsibility of the new owners. The Clerk will write to the owners to ask them to remedy the situation

within the next month, otherwise arrangements will be made for the work and the owners billed accordingly.

- k) Joint Local Plan Response – The Clerk had circulated an email with links. A hard copy of the plan has also been sent and JP agreed to take charge of the document and review the text, circulating anything of interest to the Council to determine whether any response is required.

WPC 19-08-07 Finance

- a) To review the Financial Statement for the month - The Clerk had previously circulated the Financial Statement for August. There were no queries.
- b) To receive outstanding monies from Worlingworth Fruit & Produce Show for safe-keeping – The Worlingworth Fruit & Produce Show committee has disbanded, due to lack of volunteers to continue to the group. The Parish Council agreed to retain the funds totalling £487.60 from this group and keep it on trust for release to a future group who may revive the Fruit & Produce Show, or a similar event. The Clerk will put an item in the next newsletter asking if anyone would like to come forward to organise such an event.
- c) To consider applications for funding as received
- i) Suffolk Accident Rescue Service – After discussion the Parish Council recognised the valuable work of this organisation, although it was felt that a breakdown of expenditure would be useful to better understand the running cost of the service. CG offered to source the financial information on the Charities Commission website and circulate to the Parish Council. BS proposed a donation of £150, AS seconded and **IT WAS SO RESOLVED**
- d) To agree payments as detailed on the Payment Schedule
VA proposed authorisation, JP seconded and **IT WAS SO RESOLVED**. The Clerk will issue cheques accordingly.

WPC 19-08-08 Planning

- a) To consider planning applications that had been submitted since the last meeting:
None had been received.
- b) Request from Nest Developments that the Parish Council support their call for the District Council to take DC/19/02947 to committee for decision – BS outlined the request. The full scope of the Parish Council's powers in the matter of any planning application is to submit Support, Objection, Neutral Comment or No Comment. At the July meeting the decision was taken to submit Support to the application. The Parish Council is not in a position to act on behalf of any applicant in the planning process and therefore no further action will be taken. BS will advise Nest Developments of the Council's decision.
- c) Updates and Outcomes on previous planning applications:
- i) DC/19/029465 – Householder application: demolition of existing garage, erection of side and rear extensions and erection of rear chimney. Willowshade, Mill Road – Granted.
- ii) DC/19/03105 – Application under section 73 of the Town & County Planning Act 2061/16 for the variation of condition 3 (approved plans to enable the change of position of cartlodge and to retain outbuilding). Halcyon House, Church Street, Worlingworth – Granted.

WPC 19-08-09 Feedback from External Meetings & Additional Reports

- a) *Police Locality Meeting*
AS had circulated a report in advance. The biggest topic of discussion was about the possible Mega Farms in the area. The Police confirmed that they are not a statutory consultee on such matters, although having HGV vehicles regularly using unsuitable small country roads is an acknowledged problem, along with speeding in general. Unfortunately tackling speeding is a low priority at the moment, with funding being prioritised towards tackling violent crime and drugs. The issue of cold callers was raised, with the police confirming that any caller who is calling without prior arrangement is in breach of the law, whether they hold a peddlers' licence or not. Any problems of this nature should be reported to the Police using the 101 number.

WPC 19-08-10 Matters to be brought to the attention of the Council

BS had received a letter from a parishioner who would like to start an Angling & Conservation Society at the small pond on the edge of the village. The pond is in Southolt and the parishioner needs to be directed to make contact with that parish. BS will respond accordingly.

The Clerk reported that the Contacts Card has been updated, with help from MHo and is currently being printed for distribution with the Newsletter.

The Clerk shared with the council an email that had been received from a parishioner, thanking the Parish Council for supporting their recent planning application.

MHo raised the issue of a couple of oak trees that may be candidates for TPO's, VA will review and report to the Council.

VA reported that the sprayed off area of land discussed at the April Parish Council meeting is now grassland.

WPC 19-08-11 Items for the September Agenda

- Future Planning
- Village Road Signs
- Further Tree Planting at Stanway Green and possible Tree Preservation Orders in the Parish
- Community Self-Help Update
- Report on Save Our Suffolk Countryside Action Group meeting

There being no further business requiring the attention of the Parish Council, the meeting was closed at 9.25pm. The next meeting is set for **Wednesday 18th September 2019** at 7.30 pm at the Community Centre.

Sarah Clare
Parish Clerk

Brian Smallcombe
Chair