



WORLINGWORTH PARISH COUNCIL

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

Minutes of Meeting held on Wednesday 16th June 2021 at Community Centre.

Attendance Brian Smallcombe (Chair) (BS) Carol Garrett (CG) Michael Howard (MHo)
Juliet Pierce (Vice-Chair) (JP) Tom Royall (TR) Andrew Nunn (AN)
Jane O'Vel (JO)
Sarah Clare (Clerk) Matthew Hicks (MHi) (District & County Councillor)

Public present at the meeting: 1 - including Tree Warden Francis Muldoon (FM)

WPC 21-06-01 Apologies for Absence

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

WPC 21-06-02 Declaration of Interests

None

WPC 21-06-03 Public Forum

The Clerk read out a brief statement regarding the proposed Christmas celebrations mentioned at the May Parish Council meeting from the Chair of the Community Centre, as she was unable to attend due to work commitments:

There are now representatives from the Church, the Women's Institute and the Community Centre on the organising committee and it was requested that there be one or two representatives from the Parish Council. Costings are being prepared to be put forward at the July Parish Council meeting. TR offered to be the Parish Council representative and JO noted that she could also represent the Parish Council as well as the Women's Institute. CG asked whether the Parish Council representatives could discuss some alternative ideas that she had thought of since the first proposal in May when they met as a committee. TR agreed to take any ideas from CG forward for discussion.

WPC 21-06-04 Update from County & District Councillor

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

MHi brought attention to the following points:

He was delighted to be back in post following the May elections and it is an honour to be representing 24 villages in Suffolk.

There is to be a major review of Suffolk's SEND (Special Educational Needs & Disability) provision, with an independent panel from Lincolnshire due to report in three months' time on areas that need to see action to improve. The County Council will be investing £45 million to create an additional 800 SEND places within Suffolk to avoid families having to go out of area to access suitable provision.

There has been agreement to borrow £10 million to address flooding issues across the highway network and to upgrade footpaths and pavements across the county as this is an issue which is only likely to get more of a problem due to climate change.

MHi had attended the planning committee for DC/21/00755 and expressed some disappointment that the approval of the application (although very close) had gone through, despite all the issues regarding flooding and sewage in the village that had been well documented and discussed with the applicant. AN asked about the statement from the developers that there is a footpath that connects the new development to the Primary
Signed *Brian Smallcombe*..... (Chair) Signed *Sarah Clare*..... (Clerk) 12

School – this is simply not true and was misleading to the planning committee. MHi acknowledged this and also that the committee had gone against the recommendations from Suffolk Wildlife regarding tree planting, but unfortunately the case was now closed.

MHi also explained to the Parish Council that he had been in receipt of several complaints regarding motorbikes on Fingal Street. The property 'Barleyhaven' has recently been sold and the new owners appear to be using the land to set up a motorbike dirt track. If they are using the site for this purpose for more than 14 days in a year then they need to apply for planning permission. MHi has spoken to the Planning Enforcement Team and a site visit will be taking place to address the situation.

WPC 21-06-05 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 19th May 2021 as a true and accurate record, were proposed by MHo, seconded by JP and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

WPC 21-06-06 Matters Arising and Action Points

- 7.1 Contact diocesan land agents to ask for hedge overhanging road to be cut back at the 'allotment' site. ONGOING.
- 7.2 Send written statement to adjacent landowners asking to confirm that they have no objections to the installation of roadside gates. ONGOING – AN offered to help with drafting a letter.
- 7.3 Submit responses to Planning Department at District Council as agreed. DISCHARGED
- 7.4 Chase up Suffolk Resilience Forum to arrange for Worlingworth Community Centre to become a registered emergency rest centre. DISCHARGED. It was reported that a two hour meeting had taken place at the Community Centre and a report is expected. CG agreed to check whether the Church had also been contacted for a meeting.
- 7.5 Consider planter proposals ready for consideration at the next meeting. To be discussed later in meeting.
- 7.6 Contact Suffolk County Council to see about Worlingworth being part of the ANPR scheme. DISCHARGED
- 7.7 Explore tree planting schemes being offered through the County and District Councils to see if Worlingworth could access additional trees. ONGOING
- 7.8 Newsletter item – outline the Parish Council's position with regard to The Swan. DISCHARGED
- 7.9 Submit and publish CIL statement, External Audit Exemption Certificate, AGAR and Accounting Statements. DISCHARGED
- 7.10 To distribute payments as detailed on the May 2021 Payment Schedule.

WPC 21-06-07 Planning

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

- i) DC/21/03210 – Application under Section 73 of the Town & Country Planning Act – variation of Condition 2 of planning permission DC/20/01066 dated 18/06/2020 (Erection of workshop extensions to existing agricultural sales & servicing works) – to raise eaves height by 1m for installation of in building gantry crane to remove need for external crane movements – improve amenity of neighbours omit reference to 1906 GA04 replace with 1906 GAV04 rev B., LE Tuckwell Ltd, Shop Street, IP13 7HU

Councillors had all studied the application in advance of the meeting. After discussion it was decided that no comment was required in response to the application:

AN proposed, JO seconded, all voted in favour and **IT WAS SO RESOLVED**

b) To consider any planning applications that have been submitted since agenda published: None

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c) Updates and Outcomes on previous planning applications:

- i) DC/21/02427 – Application under S73 for removal or variation of a condition following grant of planning permission DC/20/05752 at Swan Inn, Swan Road, IP13 7HZ – Granted
- ii) DC/21/00281 – Full Planning Application – Erection of barn to form 2 no. holiday lets and improvement to access (following demolition of existing barn). Grove Farm, Shop Street, IP13 7HX – Granted
- iii) DC/21/02310 – Application under S73a for removal or variation of conditions following approval of DC/19/03105 Town & Country Planning 1990 – Creation of a four bay cartlodge and workshop with home office/studio and storage above and for the demolition of an outbuilding. Vary (Conditions 1 Approved Plans & Documents and 2 Agreed Materials) as per planning statement. Halcyon House, Church Street, IP13 7NT – Granted
- iv) DC/21/00755 – Submission of details (reserved matters) for outline planning permission DC/17/04689 dated 02/07/18 (as amended by NMA DC/21/01484) – Appearance, Landscaping, Layout and Scale for erection of 26 dwellings, access road and public open spaces – Granted

WPC 21-06-08 Parish Council Activities & Projects

- a) Tree Warden Report – FM reported that a parishioner has donated several sapling trees to the village that have now been distributed. There is also another site that FM will be visiting shortly to consider and will report on this at the next meeting.

CG asked FM for an update for the website. It was suggested that a letter of thanks be sent from the Parish Council to the parishioner who had donated trees. FM will supply the Clerk with details.

JP proposed that a request could be made on the village website that should anyone have surplus trees they could be donated to the Parish Council tree planting project. AN seconded the proposal, all voted in favour and **IT WAS SO RESOLVED.**

- b) Update on Anglian Water investigations – AN had met with Anglian Water (AW) and reported that the first stage of investigations has been carried out.

AW will be addressing the area in Shop Street first as this is the area most at risk for public health. It appears that AW have had problems with the contractors who have been reporting work as having been completed, when in truth nothing has been done. There are several locations where pipes are cracked and need to be sleeved to prevent water ingress. AW will be applying to Suffolk Highways for road closures in Shop Street to rebuild the manhole covers and seal them to prevent sewage escaping whilst the work is carried out on the damaged pipework. A high-water level alarm is to be installed outside Willow Tree Yard to alert AW to the need to send a team out to the treatment works, hopefully avoiding a back-up occurring. Some of the pipes that are damaged are in fields and AW will need to liaise with landowners to arrange access to carry out the repairs that should have been reported by contractors. A list of proposed works has been drawn up and AW are hoping to carry out these over the next few months.

There were a couple of areas that AW highlighted whilst carrying out the survey; 1) the amount of fat build-up in the pipes, and 2) the fact that many ditches in the village are overgrown and blocked. It was agreed that an item would go into the village newsletter requesting action from parishioners to help alleviate problems in the sewage system.

JP thanked AN for working with AW, but asked why surface water is being mixed up with the foul drains. AN explained that the two should be separate, but as the ditches are not being cleared surface water is standing around and seeping into the mains drains, adding to the volume being sent to the treatment works.

TR asked about the sealing of the manholes, expressing concern that it would simply move the problem elsewhere in the system. AN explained that this would actually help, as the surface water is accessing the mains drainage through the manholes and the sealing should hopefully only be a temporary solution until the damaged pipes elsewhere have been addressed.

AN reported that he will be checking in with AW every 6-8 weeks to ensure that the work is progressed.

- c) Update on Review of Emergency Plan – CG reported that the Emergency Plan was activated earlier in the week, when a parishioner reported a tree had fallen across Fingal Street that was blocking the road.

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AN has been working on the templates provided by Suffolk Resilience Forum, but was now awaiting their report following the visit to the Community Centre, before being able to complete the work. CG stated that the Parish Council need to consider what areas are actually within their remit. JP asked about whether generators would be necessary, AN stated that these would be brought to the village by the emergency services if required.

- d) Further consideration of village planters and other road safety audit recommendations – AN and JP had circulated the plan to the Councillors and proposed that the matter is dealt with in stages over a period of time. CG asked whether there was firm evidence that the proposed white lining schemes had any effect on calming traffic. AN explained that RoSPA have conducted research into the matter and there was evidence of a psychological effect on drivers. The roadside gates would alert drivers to the fact that they are accessing a residential area and the planters are intended to be used as additional reminders and to help prevent parking on the green spaces within the village. CG asked whether roundels were to be included and AN confirmed that these were intended to be used, but due to regulations could only be painted on the road alongside existing speed limit signs.

MHo proposed that the road safety audit recommendations be actioned, TR seconded all voted in favour and **IT WAS SO RESOLVED**.

AN proposed the roadside gates, planters and white lining work be actioned first, TR seconded all in favour and **IT WAS SO RESOLVED**

AN proposed that £4K from the currently held CIL funds be allocated to cover the above work, MHo seconded all voted in favour and **IT WAS SO RESOLVED**.

AN and JP will prepare tender documents to provide evidence that best value is being obtained when spending public money. AN will also draft a letter which could be circulated to local businesses and village groups to see if any of them may be interested in sponsoring a planter.

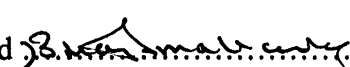

- e) Google Analytics for Website – CG has spent a lot of time trying to understand how the analytic information on the website works and offered the Council some headline figures:

Over the last month there have been 550 sessions on the website, with the average time of visiting the website being 2½ minutes. Most of the people visiting are in the UK and 50% are over the age of 60. The pages most visited are the Parish Council pages (45%), followed by the Community Centre pages and the What's On pages. 44% of visits are from a either a desktop or laptop computer. CG explained that she wanted to understand how this information could be used to develop the website and asked that an item be placed in the next newsletter to see if anyone in the village can help.

- f) Consideration of proposal for way in which to commemorate the life of HRH Prince Philip – It was agreed to defer this item to the next meeting. BS understands that there is a football club from Occold who want to use the field, so the orchard idea mentioned at the last meeting may not be feasible.
- g) Request from a parishioner to look at the possibility of getting a 30mph speed limit for Fingal Street – BS explained that this matter has been looked at previously and the County and District Councillor has stated that Fingal Street is not a likely candidate for such a speed limit.
- h) Concerns about odours from the chicken farm in Newtown – JP stated that the recent letters from the Save our Suffolk Countryside Action Group outlining the extended problems with chicken farms in the area had been quite enlightening. AN and MHo both attend the SoSCA meetings on behalf of the Parish Council and report back as and when these take place. The Environment Agency are currently monitoring the site at Newtown and it was felt that there was little else the Parish Council could realistically do at this point.

WPC 21-06-09 Finance

- a) To review the Financial Statement for the month – The Clerk had previously circulated the Financial Statement for June. There were no queries. CG proposed acceptance, MHo seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.

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b) To consider applications for funding

- i) Contribution towards the memorial seat being arranged by the Community Bus for John Smith
AN expressed concern that when the matter was originally discussed pre-Covid, the plan was for the bench to be concreted into place and he is not sure now whether the proposed slabs and bolts currently planned would be sufficient to anchor the bench safely. Questions need to be asked about who is going to maintain and insure the bench. JP proposed the Parish Council agree to contribute 50% of the cost of the bench up to a cap of £500, subject to confirmation from the Community Bus that they have permission from the Community Centre for the placement, ongoing maintenance and insurance of the bench, CG seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will contact the Community Bus to advise

- c) To agree payments as detailed on Payment Schedule – CG proposed authorisation, JP seconded and **IT WAS SO RESOLVED**. The Clerk will arrange payments accordingly.

WPC 21-06-10 Feedback from External Meetings - None

WPC 21-06-11 Matters of urgency to be brought to the attention of the Council

- a) BS advised the Council that he had been approached by a parishioner about The Swan pub, asking what the Parish Council were going to do about the property. The Parish Council have outlined their position in the June village newsletter and have no remit to direct questions to the owner of a privately owned property in the village about their future plans. Should a planning application for The Swan be submitted the Parish Council will be a consultee and can consider the matter on its merits at that time.
- b) The parishioner who assists with analysing the data from the Vehicle Activated Sign had been in contact to see what information was needed and who she should now be liaising with. TR agreed to pass on the request to his wife, who is now the volunteer managing the sign.
- c) CG noted that the paper recycling bins have been removed from the village, she had written to MHi who had advised that this form of recycling was not proving cost effective to the county.
- d) Upon a request to consider re-printing the Worlingworth Wayfinder map JP reported that she has some copies and will pass them to CG for inclusion in the Welcome Packs.
- e) Following the resignation of Richard Quinton from the Council, JP offered to take on the role of updating NextDoor and Facebook with Parish Council information. It was also suggested that the Clerk contact Richard to request that any information on the defibrillator is passed to the Parish Council for safekeeping.
- f) Items for next agenda:
- Update on Anglian Water investigations
 - Update on Review of Emergency Plan
 - Update on Road Safety Audit work
 - Consideration of proposal for way in which to commemorate the life of HRH Prince Philip
 - Reprint of Worlingworth Wayfinder

WPC 21-06-12 Staff Matters (Private Session of the Council) – The Clerk retired from the meeting.

The Council's complaints sub-committee provided an update on their activities. The sub-committee has completed its investigation into a complaint received by the Council and informed both the complainant and the person against whom the complaint was lodged, of the outcome of their investigation and also of their conclusions.

The complaints sub-committee is investigating a second complaint received by the Council.

Items for the July Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 12th July at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

There being no further business requiring the attention of the Parish Council, the meeting was closed at 9.40pm. The next meeting is set for **Wednesday 21st July 2021** at 7.30 pm at the Community Centre.

Brian Smallcombe, Chair

Signed  (Chair)

Sarah Clare, Parish Clerk

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