



WORLINGWORTH PARISH COUNCIL

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

Minutes of the Meeting for the Council
held on Wednesday 15th June 2022 at Community Centre.

Attendance Brian Smallcombe (Chair) (BS) Tom Royall (TR) Michael Howard (MHo)
 Stephen Fugler (SF) Kevin Love (KL) Andrew Nunn (AN)
 Sarah Clare (Clerk)

Public present at the meeting: 1

WPC 22-06-01 Apologies for Absence

Carol Garrett (CG) and Jane O'Vel (JO) were both unable to attend due to ill health and had sent their apologies. The Council accepted.

Matthew Hicks (County & District Councillor) had also sent his apologies

WPC 22-06-02 Declaration of Interests

None.

WPC 22-06-03 Public Forum

None

WPC 22-06-04 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.

WPC 22-06-05 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 18th May 2022 as a true and accurate record, were proposed by AN, seconded by MHo and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

WPC 22-05-07 Matters Arising and Action Point

- 6.1 Set up Councillor specific email system with a common WorlingworthPC domain name and liaise with Clerk over administration of the system. ONGOING
- 6.2 Liaise with WCCC about arranging an appropriate indemnity insurance regarding services to the Community Centre building. ONGOING
- 6.3 Publish the adopted and updated policies and documents as agreed on village website. DISCHARGED
- 6.4 Advise SALC payroll of the Council's acceptance of the NJC recommended pay settlement. DISCHARGED
- 6.5 Supply photo and a few lines for a pen portrait on the village website to CG for uploading. DISCHARGED
- 6.6 Arrange to publish TPO plan (or a link) on the village website. DISCHARGED
- 6.7 Close Parish Council Facebook account. ONGOING
- 6.8 Liaise with potential volunteers to see if they wish to be appointed Footpath Wardens for the Parish Council. To be discussed later in meeting.

Signed  (Chair) Signed  (Clerk) 12

- 6.9 Contact Worlingworth Charities to seek clarification over riparian duties of existing ditch on Primary School grounds. To be discussed later in meeting.
- 6.10 Contact Suffolk Highways, Keir, Glasdon and contractor for installation of roadside gates to get the work under way for the Road Safety improvements. ONGOING
- 6.11 Arrange changes on bank mandate as agreed. ONGOING
- 6.12 Submit and publish CIL statement. DISCHARGED
- 6.13 Submit AGAR and Accounting Statements for External Audit. DISCHARGED
- 6.14 To distribute payments as detailed on the May 2022 Payment Scheduled. DISCHARGED

WPC 22-06-07 Planning

- a) To consider planning applications that had been submitted since the last meeting:
 i) DC/22/02935 – Householder Application – Erection of single storey side extension and erection of single storey garage (following demolition of 2 no. existing garages) – The Carlings, Church Street

Councillors had all studied the application in advance of the meeting. After discussion it was decided to **SUPPORT** the application.

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

- b) To consider any planning applications that have been submitted since agenda published: None
- c) Updates and Outcomes on previous planning applications: None

WPC 22-06-08 Parish Council Activities & Projects

- a) To consider co-option to fill vacancies on Council – Nobody came forward. BS urged Councillors to speak to anyone they may know in the village who could be asked to come forward.
- b) Adoption of Model Councillor Code of Conduct – The Clerk had circulated the code for consideration. SF proposed adoption, MHo seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will arrange to publish the new code on the village website.
- c) Tree Warden's Report – FM updated the Council:
- i) Tree Preservation Order Information – FM expressed thanks to CG for uploading a link the District Council website, so that all parishioners can see which trees in the village are protected. It will also help to identify any trees that are not currently listed, but would benefit from such protection.
 - ii) New Wood in Worlingworth – Thanks to TR a corner of a field at Worlingworth Hall has now been planted with 100 mixed saplings, which were donated under the Woodland Trust scheme. TR applied for the trees as a landowner and reported that at least 98% of the trees have rooted successfully.
 - iii) Tree Health Monitoring Day – The Tree Council and Tree Warden Network are offering a free day of training to help local tree wardens understand more about the health of trees on their patch. FM has booked to attend.
- d) Appointment of Footpath Warden – KL confirmed that he had spoken with his wife, who was happy to take on the role in conjunction with the other volunteer that had been suggested.
- e) Report on Platinum Jubilee Celebrations, including decision on location for Platinum Jubilee Bench – The Parish Council extended heartfelt thanks to all involved in organising the programme of celebrations for the village, both before, during and the clearing up afterwards. AN confirmed that discussion had taken place about several locations for the bench, but with CG absent it was decided to defer the matter to the next meeting, along with any discussion about the final financial statement for the events.

Signed  (Chair) Signed  (Clerk) 13

- f) Riparian Duties within the village, with particular reference to the Flagship development at Shop Street – After the last meeting, AN had acquired copies of the leases from the Trustees the charities who had leased the land to the primary school. In 2017 Suffolk County Council had taken on 50-year lease from these charities to look after, maintain and use the areas. As a result, Suffolk County Council are responsible for repairs and maintenance at the site, including the riparian duties to the ditches. AN had spoken Suffolk Education Department about the noted concerns relating to overloading of ditches and the possible additional water flow that will be coming in from the new Flagship development. The problem is also exacerbated by the fact that two properties in Pipers Meadow have filled in the ditch at the rear of their gardens, effectively claiming land from Suffolk County Council via adverse possession. Suffolk County Council are now looking into the legalities of getting this land back in order to reinstate the ditch, but also investigating whether Flagship has any right to build a manhole in the ditch, which is currently on the joint boundary of 18 Pipers Meadow, Grove Barn and the Primary School. AN will update the Council as and when information comes forward.
- g) Parish Council position regarding CIL money expenditure in relation to Worlingworth Primary School – AN reported that the school has been asking for funding for various items and the Headteacher had approached him asking about the Parish Council's portion of the Community Infrastructure Levy (CIL). The Clerk has responded and explained the legal position regarding how the Parish Council could spend CIL and directing the Headteacher to County Council, who can use their portion of CIL towards school funding.

WPC 22-06-09 Finance

- a) To review the Financial Statement for the month – The Clerk had previously circulated the Financial Statement for June. There were no queries. AN proposed acceptance, SF seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.
- b) To consider applications for funding – None received
- c) To agree payments as detailed on Payment Schedule – TR proposed authorisation, KL seconded and **IT WAS SO RESOLVED**. The Clerk will arrange payments accordingly.

WPC 22-06-10 Feedback from External Meetings

- a) MHO is in contact with the Coffee Caravan and hoping to resurrect the meeting that was planned prior to the various COVID lockdowns.
- b) AN spoken to PC Simon Green, Community Engagement Officer, who has looked at the data from the VAS. Suffolk Constabulary have confirmed that there will be speed enforcement taking place in the village soon, most likely near to Maisie's Meadow and The Cross. There will also be engagement activities with the school later in the summer term to help with the overall education around speeding and the risks it poses to the community. AN has advised the parishioner who compiles the data from the VAS, to let her know that her efforts over the years have finally led to a good result.

WPC 22-06-11 Matters of urgency to be brought to the attention of the Council

- a) AN asked about the public enquiry on the concrete crushing – the Clerk see if an update can be obtained.
- b) Serious concerns had been raised by various parishioners about the campsite operating in New Road. The Clerk has reported the matter to Planning Enforcement who are going to investigate.
- c) The couple who have distributed Welcome Packs throughout the village for many years are moving away, so a new volunteer will need to be sought. The Parish Council thanked the couple for their hard work and efforts, wishing them well for the future.
- d) Items for next agenda:
- Jubilee Celebration report & Bench
 - CIL Expenditure
 - Welcome Pack Distribution

Items for the July Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 11 July at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

Signed ...... (Chair) Signed ...... (Clerk) 14

There being no further business requiring the attention of the Parish Council, the meeting was closed at 8.30 pm. The next meeting is set for **Wednesday 20th July 2022** at 7.30 pm at the Community Centre.

Brian Smallcombe, Chair

Sarah Clare, Parish Clerk

Signed  (Chair) Signed  (Clerk) 15