



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 18th January 2023 at Community Centre.

Attendance	Jane O'Vel (Chair) (JO)	Carol Garrett (CG)	Michael Howard (MHo)
	Stephen Fugler (SF)	Kevin Love (KL)	Andrew Nunn (AN)
	Sarah Clare (Clerk)	Matthew Hicks (County & District Councillor) (MHi)	

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

WPC 23-01-01 Apologies for Absence

Andrew Luton (AL) and Tom Royall (TR) were both unable to attend due to work commitments and had sent their apologies. The Council accepted.

WPC 23-01-02 Declaration of Interests

JO declared interest in WPC 23-01-10 e) i) as a member of St Mary's Parochial Church Council.

WPC 23-01-03 Public Forum

None

WPC 23-01-04 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:

Suffolk County Council has finished setting the budget for the forthcoming year. More money has come through from central Government than expected which has helped considerably, but there are still huge cost pressures around services for children and vulnerable adults. The scale and complexity of the problems are increasing year on year and the Council was given the option of increasing council tax by up to 3%, with a further 2% increase for adult social care, however, Suffolk County Council recognised that the cost of living crisis is impacting many people and so has chosen not to increase council tax by the maximum permitted, but instead the total increase will only be 3.99% (1.99% basic council tax and 2% adult social care precept). It is hoped that various proposed savings on internal council systems can help to fill the £15 million funding gap.

Suffolk County Council will be stopping the use of glyphosate weedkillers on pavements for the upcoming growing season. This is one area that will see a small rise in costs, as it will mean that treatments need to be carried out more frequently with other weedkillers, but it will be an improvement for the environment.

Suffolk is one of the first counties in the country to get a devolution deal agreed with central Government. This change in how the county is administered will lead to an additional £16 million of investment being possible each year. The County Council will now be able to take on major projects directly, with decisions being taken at a local level. The model of having a directly elected leader will mean that Suffolk will be at the top table to discuss matters with the Government in the same way as other mayor led unitary authorities. It is a great opportunity to ensure that money is spent in the county in the best way to benefit residents.

Across the county a number of warm spaces are still operating where there is a clear need. This includes Suffolk Libraries and the Rural Coffee Caravan, if anyone is struggling, please direct them to these groups who can offer practical help as well as advice.

Suffolk Fire Service have put out a plea to everyone to help reinforce to children and the public in general that they should not be playing on frozen bodies of water. Just the day after the tragic incident in Solihull on 11th December the service were called out to an incident of children playing on a frozen lake in Lowestoft.

Signed (Chair) Signed (Clerk) 44

AN asked MHi about the availability of spaces at Worlingworth Primary School, after he had been speaking to one family who had been unable to get one of their children into the school and instead were having to take one child to Worlingworth Primary and one to another primary school outside of the village. AN queried why this was the case when some families who do not live in Worlingworth had children at the school. MHi asked AN to direct the parent to make contact with him so he could look into the matter.

WPC 23-01-05 Presentation from Debenham Dementia Project (to include discussion on ways to help the project reach parishioners in need)

The project was started in 2009 as the founders started to recognise a need in the community with an aging population. Unfortunately, there is currently no cure and little ability to treat the symptoms of the various diseases that cause dementia, but with support in the community it is possible to live well with the condition. Support at a local level, such as that offered by Debenham Dementia Project can be much more effective than national programmes, especially with recognising the needs of the carer for the person with dementia. NHS and Social Services are always targeted directly at the patient, but a diagnosis of dementia can unfortunately lead to clinical symptoms in two people, as carers suffer from mental health breakdown, stress and depression. The reason many dementia patients end up in hospital or care homes is because of carer breakdown and therefore a scheme like the Debenham Dementia Project aims to provide care to both the patient and the carer.

Over the past fourteen years Debenham Dementia Project has helped a couple of hundred families, by enabling them to come together in a safe space to share problems and offer emotional and practical help and support. The Project is not a clinical setting, but offers various services, including lunch clubs, a fit club, transport to appointments and help with accessing professional services, with one-to-one advice where necessary. Currently there are about 45 regular volunteers, along with other people who help on a more ad-hoc basis. Unfortunately COVID caused a major breakdown in the ability of the Project to offer help and support. Although as much as possible was done with online support, telephone calls and newsletters, actually meeting face-to-face is invaluable and the Project is currently trying to rebuild some of what was lost during the lockdown periods. New initiatives such as the TLC group – Talking, Listening & Caring have been started up and a full review of what the Project can offer to dementia patients and their families and carers is being undertaken to ensure that what is offered is appropriate to the needs of those that use the Project, including drawing in families from further afield than just Debenham. There are already families from Worlingworth benefiting from help and support.

The reason for the presentation today is part of the plan to rebuild the Project, by going out and meeting with local groups, councils and medical establishments it is hoped to raise awareness in the communities about the Debenham Dementia Project, to ensure that those who need it can access the help offered. Posters and leaflets were left with the Parish Council and CG will ensure that these are put up in noticeboards and made available to the community. JO suggested leaflets also go out as a flier with the next available copy of the village newsletter, CG will make arrangements to source sufficient copies. SF asked where the group meets, the main centre is at Dove Cottage in the middle of Debenham, the cost is kept as low as possible, with minimal charges for such things as transport to appointments.

The Parish Council thanked the Debenham Dementia Project representative for the information and pledged to spread the word as widely as possible, using the village newsletter, website, noticeboards and NextDoor media. More information is available at www.the-debenham-project.org.uk

WPC 23-01-06 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 21st December 2022 as a true and accurate record, were proposed by CG, seconded by KL and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

WPC 23-01-07 Matters Arising and Action Points

6.1 Arrange the filling of the roadside planters with topsoil and position within the village. ONGOING

6.2 Arrange for order and delivery of noticeboards as agreed. Including confirming details for noticeboard to be sited at The Swan Inn. Order - DISCHARGED Noticeboard to be sited at The Swan – ONGOING, once the size of The Swan noticeboard has been agreed an agenda item will be needed to formally approve the amount to be spent.

6.3 Check Mill Road noticeboard to see what is required for a repair and report back at the next meeting. DISCHARGED – KL has repaired the board.

Signed (Chair) Signed (Clerk) 45

6.4 Liaise with Newsletter producer to form a Working Party to look at funding models for the future of the Newsletter. ONGOING

6.5 Submit responses to Planning Department at District Council as agreed. DISCHARGED

6.6 Invite Debenham Dementia Project to give presentation to the Parish Council. (see above)

6.7 Book dates for Parish Council meetings and events with the Community Centre Booking Clerk and publish on website and noticeboards. DISCHARGED

6.8 Liaise with new Footpath Warden to confirm that Saturday 9th September 2023 is a suitable date for the Annual Walking Day. DISCHARGED

6.9 Invite residents of Willow Tree Yard to attend a meeting at the Community Centre to discuss various concerns. DISCHARGED and to be discussed later in meeting.

6.10 Contact bank to arrange for mandate changes to enable JO to become a bank signatory. ONGOING

6.11 Advise funding application outcomes. DISCHARGED

6.12 To distribute payments as detailed on the December 2022 Payment Scheduled. DISCHARGED

6.20 To arrange virement of CIL funds as agreed at November 2022 meeting. DISCHARGED

WPC 23-01-08 Planning

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

- i) DC/22/06344 – Application for Planning Permission without Compliance of Conditions – Application under S73 for the Removal or Variation of a Condition following approval of DC/22/03333 dated 30/09/2022 Town & Country Planning Act 1990 (as amended) – Erection of workshop extensions to existing agricultural sales and servicing works. To Vary Condition 5 (Working Hours) as per application form. LE Tuckwell Ltd, Shop Street, IP13 7HU

Councillors had all studied the application in advance of the meeting. After discussion it was decided to **SUPPORT** the application based on the following point:

- The extended working hours are only used by the applicant to service vehicles during peak harvest times, when a lack of immediate access to essential servicing and repairs would have a detrimental effect on the wider agricultural economy. It is in the interests of the parish as a whole to ensure that the workshop can fulfil the needs of the local economy, otherwise there is a risk that the business and the accompanying jobs that it supports will be relocated.

AN proposed, MHo 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:

- i) DC/22/05535 – Householder Application – Erection of two storey side extension and single storey garage (following demolition of existing). The Carlings, Church Street, IP13 7NT – Granted
- ii) Application to determine in prior approval is required for a proposed: Change of Use of Agricultural Buildings to Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion The Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) – Schedule 2, Part 3, Class Q – Conversion of agricultural building into 1no. Dwelling. Old Mill House, Newtown, IP13 7HR – Refused
- iii) DC/22/05588 & 05589 – Householder Application & Listed Building Consent – Erection of two storey side extension and internal alterations as outlined in design and access statement – resubmission of DC/20/03018 to amend window designs. 1 Moss Farm, Water Lane, IP13 7LT – Granted

Signed

(Chair)

Signed

(Clerk)

46

WPC 23-01-09 Parish Council Activities & Projects

- a) To consider co-option to Council - JO asked whether anyone present wished to be considered for co-option to the Council. Nobody came forward, the Clerk confirmed that the vacancy is published on the village website and will ensure that it goes in the next available Newsletter again.
- b) Tree Warden's Report – FM no further update since December the Parish Council.
- c) Update on Working Party to forge links between the Primary School and the Parish Council – CG reported that she and AN had both met with the Headteacher of the school and had a very productive meeting discussing plans for the future of the school and how the Parish Council could help in ways beyond just funding. The restrictions on what the the Council can and can't help with were made clear, but it was also understood that practical assistance and advice can also be equally as valuable.

Help is required at the Primary School to manage the gardens, CG and AN suggested that the Friends of Worlingworth Primary could form gardening parties, as often help is available but people in the village are not aware of the need. The school needs to make use of the village newsletter and be clearer in asking for volunteers to come forward and exactly what would be required.

The Headteacher explained that the school has no main assembly hall, with the hall now used as a classroom due to ever expanding numbers of children at the school. One idea is to look at getting a portacabin sited in the school grounds that could offer additional space to do such things as one-to-one of small group work, or for the school nurse to visit and be available to meet with parents. 40% of the children at the school have some sort of Special Educational Need and would benefit immensely from such a facility. CG and AN made it clear that the Parish Council cannot just continuously fund projects at the school, but such a portacabin (particularly if made available outside of school hours for other village groups to use), may be something that the Parish Council could contribute towards. It is hoped that this meeting will be the start of regular catch-up sessions.

- d) Emergency Plan Review – AN had nothing further to report to date. KL advised that the generator socket, recommended as part of the Emergency Plan, is now installed at the Community Centre.
- e) Consideration of continuing provision of Warm Hub – CG reported that the facility is not drawing people in as expected, with the cost of hiring the hall not being effective against the small number of people who have accessed the service. KL noted that the Community Centre is well used for other bookings, limiting the times that a Warm Hub can be available and as such it is not able to be open for long enough at a time to operate as a 'drop-in' in the same way as others in the county that offer all day facilities. CG proposed that in light of the lack of those using the service the Worlingworth Warm Hub is discontinued, but asked all Councillors keep an eye out for anyone in the village who may need help, if a need is identified then people can be signposted to the best solution for them as an individual.
- f) Management of the Village Website – CG advised that she wished to step down from managing the village website. Previously a volunteer has been sought to take on the task to no avail. It is noted that the task of uploading the information is only a small part of the job, the main part is sourcing information from the various village organisations and keeping it up to date. CG felt that the website needs to hold basic information about the village, but more instant information should go out on the social networking site NextDoor. The Clerk advised that the current site meets the legal requirements for publishing Parish Council information, is well supported by Community Action Suffolk and expressed concern that any plans to move the hosting would risk losing the background support and expertise that CAS provides. CG agreed, but felt that the website probably has functionality that she is not currently accessing and perhaps someone new would be able to improve the current website by enabling such functions. The Clerk will continue to update the Parish Council sections of the website and this item will be put back on the agenda for February for further discussion about how to manage the additional information resource about the village.
- g) Report on Willow Tree Yard residents meeting – The meeting had taken place immediately prior to the January Parish Council meeting and had been attended by eight residents, along with MHi (District & County Councillor). MHi outlined the concerns raised by the eight residents that attended, actions have been agreed (see minutes attached) another meeting is to be arranged in September to review the situation.

Signed (Chair)

Signed (Clerk)

47

- h) Concerns about increased crime in Worlingworth – This item was requested by TR, who had been unable to attend the meeting and therefore will go back on the agenda for February.
- i) Allotments in Worlingworth – report from Working Party – Following a meeting organised by CG with a group of parishioners who are interested in having allotments, CG reported back to the Council that there are now eight people interested in taking on a plot, therefore the Council has a duty to explore how to provide such a facility. It doesn't matter whether the project is identified as a community garden, allotments or plots let out under individual tenancy agreements, unless there is a suitable plot of land that can be identified there is no point in discussing details such as utility supplies. CG proposed that the Parish Council writes to local landowners to gauge what level of interest there may be in selling/leasing a plot of land for this purpose. CG will source a list of local landowners and supply to the Clerk, who will draft a letter to be sent out.
- j) Plans for King Charles III Coronation celebrations – CG reported the planning group now has representatives from a number of village organisations and that plans are well underway. The Sunday is going to be a fete style event and a "save the date" notice will be going into Feb newsletter so that people know events are being planned. The Social Club has offered to fund the Ceilidh as their contribution towards the celebrations.
- k) Update on placement of Platinum Jubilee Bench – It had previously been agreed that the bench would be installed at the Community Centre, adjacent to the play area. KL advised that the shuttering is made and it is marked out where it is going to go, but at present the water table is too high for the base to be installed, so he is waiting for the ground conditions to be right.

WPC 23-01-10 Finance

- a) To review the Financial Statement for the month – The Clerk had previously circulated the Financial Statement for January. AN proposed acceptance of the Financial Statement, MHo seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.
- b) To Set Budget for 2023-2024 – The Clerk had circulated a third version draft budget for the Council to consider as since the previous meeting a couple of minor changes had occurred.

KL proposed adoption of the budget with no further changes, MHo seconded and **IT WAS SO RESOLVED**. The Clerk will arrange for the approved budget to be published on the website.

- c) To agree Precept for 2023-2024 - Following adoption of the budget the Precept was set for 2023-2024 with an increase of 1% KL proposed, SF seconded and **IT WAS SO RESOLVED**. The Clerk will complete and return the form to the District Council.
- d) CIL money planning – This item was requested by TR, who had been unable to attend the meeting and therefore will go back on the agenda for February.
- e) To consider applications for funding

- i) St Mary's PCC – Organ Restoration

The Clerk advised the Council that following advice from SALC it had been confirmed that it would be against the law for the Parish Council to contribute to the maintenance of Church property. Following further argument that the organ was purchased by public subscription from Worlingworth residents SALC had deferred the matter to NALC, who confirmed that the origin of the organ makes no difference, it is still property relating to the affairs of the Church. The Local Government Act of 1894 created the restriction and offers no exemption to something that would be 'beneficial to the community'. Therefore, with regret this application must be declined.

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

WPC 23-01-11 Feedback from External Meetings

- a) Police Locality Meeting – AN reported that there is a new Framlingham based PCSO called Christian Hassler, but due to budget cuts the number of PCSO's across Suffolk is being reduced. A major part of the meeting had been about the number of thefts that are occurring across the County, unfortunately about 90% of recent thefts have been from unsecured properties. It is essential that people lock up their property, as a simple lock can deter thieves. Car thefts have also increased, with a spate of thefts

Signed (Chair) Signed (Clerk) 48

targeting vehicles with keyless entry. The advice for owners of these kinds of vehicles is to keep the key card in an RFID case to avoid the risk of the card being cloned. The other main focus of the conversation had been about the ongoing problem of speeding in every village. Suffolk Constabulary will be ramping up use of the safety cameras again once the weather improves. It is understood that Stradbroke has put in an application in for traffic revision order to reduce the HGV traffic going through the centre of the village to the Cranswick Chicken plant, it is unclear what alternative routes may be available. Finally a plea was made to keep an eye open for any signs that County Lines may be operating in local villages. Recent intelligence has indicated that drug dealers are targeting Suffolk and grooming vulnerable young people to be exploited.

- b) Community Centre Meeting – AN had attended the meeting as a representative on behalf of the Parish Council. There had been a good turnout from Committee members, who reported positive forward bookings for the Community Centre. There are some changes on the Committee, so bank signatories are being altered to reflect the new people in post. The essential electrical works have now been completed and a safety certificate has been issued. The works had overrun due to extra faults being found in the system, but all is now safe. Meters had been fitted to various equipment in the Centre to identify potential savings on the electricity bills, one major change will be that the coolers in the bar will not run continuously, but only at times when the bar is in use (potentially saving five day's worth of electricity each week). News that the Primary School will have portable staging that could also be used at the Community Centre was well received and it is hoped this extra facility may help boost bookings. MHo noted that a few parents are actually using the Community Centre car park to walk their children to school, something that has been suggested a number of times over the years.
- c) Suffolk Floods Authority & School Ditch Issue – AN has asked MHi to chase up the situation to ensure that adequate maintenance is taking place on the trees that stand over the ditch at the edge of the school field. AN expressed concern following a recent case in Newcastle where a school had been fined following the death of a child from a falling tree. The HSE had found that the inspections at the Newcastle school were inadequate and the accident had been avoidable. AN expressed concern that nobody seems to be taking responsibility at Suffolk County Council to ensure that the area at Worlingworth School is being correctly maintained and feared a similar accident could potentially occur in Worlingworth. The issues had become apparent when the Parish Council had been asked by local residents to address flooding concerns in the area, particularly with respect to the proposed new development of houses on Shop Street by Flagship Housing and the drainage scheme that had been submitted. AN asked the Council for a consensus of opinion about whether he should continue to seek a resolution to this matter, with the assistance of MHi, all present agreed that the Parish Council had a duty of care to ensure that answers are given.

WPC 23-01-12 Matters of urgency to be brought to the attention of the Council

- a) AN advised that the new roadside gates are being installed on 27th January all being well, although there is still no date from SCC Highways about the white lining works.
- b) KL advised that the new Speed Indicator sign had been installed and was now working.
- c) SF has been put onto the rota to be able to carry out defibrillator checks. AN advised that a fault with the light on the defibrillator has been reported to the Community Heartbeat AN asked the Clerk to check the defibrillator contract renewal.
- d) CG offered her apologies for next meeting as she will be away.
- e) Items for next agenda:
- Management of Village Website
 - Concerns about increased crime in Worlingworth
 - CIL Money Planning
 - Defibrillator Contract

Items for the February Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 6th February 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 9.41 pm. The next meeting is set for **Wednesday 15th February 2023** at 7.30 pm at the Community Centre.

Jane O'vel, Chair

Sarah Clare, Parish Clerk

Signed (Chair)

Signed (Clerk) 49