

# Wortham & Burgate Parish Council

## **Minutes of the Parish Council Meeting of Wortham & Burgate Parish Council at Wortham Village Hall on Tuesday 4<sup>th</sup> April 2017 at 7.30pm**

Councillors (Cllrs) present: S Rash ( Chair) J Bradley (Vice Chair) J Lloyd, P Burd, J Piper, M Odams, S Wright, D Ling, C Williams, C Grocott, B Cole  
In Attendance: Netty Verkroost (Clerk), Cllr Fleming

- 1. To consider accepting apologies for absence —Cllr M Breen**
- 2. To approve the minutes of the previous parish council meeting/s**  
PC Meeting– Approved
- 3. To record declarations of Interest from members in any item to be discussed: None**
- 4. To consider dispensations from members in any item to be discussed – None**
- 5. To adjourn the meeting to allow public participation – 7.48pm**
  - 5.1 To receive reports from District & County Councillors
    - 5.1.1 Cllr Fleming reported on the following items:  
Abuse of Dam Lane - Off Road Vehicles, Speeding, Dumping and Anti Social Behavior  
Progress Power  
A143 road markings
    - 5.1.2 Cllr Kearsley reported on the following items: None
    - 5.2 To receive the police statistics – None
- 6. To re-convene the meeting – 8.00pm**
- 7. To consider, agree and/or note new planning applications:**
  - 7.1 To receive an update on planning issues at Oak Tree Farm, Great Green –**  
Enforcement team to visit site.
  - 7.2 To receive an update on Erection of garage at South View, Furze Way. -Letter has**  
been sent to the owner from the enforcement officer informing that all building work  
must be removed by July 2017
  - 7.3 To receive an update on planning application 2480/16 Erection of 12 new**  
**dwelling with parking and/or garages: upgraded highways access –** It is with Suffolk  
Legal team at moment re CIL clarification.
  - 7.4 To receive an update on planning application 3010/16 – outline planning**  
**permission for 9 dwellings with parking and garaging – land on Church Road,**  
**Wortham- No update**
  - 7.5 To receive an update on application 0023/17 Erection of extension to existing**  
**office Location: Howard And Kooij Nurseries, Bury Road, Wortham IP22 1PX –**  
Granted
  - 7.6 To receive an update on application -1570/17 Erection of Agricultural**  
**Building/Shed to house Borehole, Pumping Equipment and Farm Electrics (Existing**  
**Cattle shed to be demolished - Approved under Planning Permission Ref: 3385/16)**  
**Location: Dashes -Granted**
- 8. To receive the Chairman's report- None**
- 9. To receive the Clerk's report & o/s actions from last meeting: (For information only)**  
Work on A143 is to commence in April with closure of the road for 3 nights to allow for  
coloured surface and road painting to be completed.

1180 Chair, Wortham & Burgate Parish Council

APPROVED

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Brush Cutting has been completed for the ditches running along the south side of the recreation ground / Football pitch. Clerk has received Transparency Code Funding.

- 10. To receive, discuss and approve the end of year accounts for 2016/2017. - Approved**
- 11. To consider, discuss and agree on the provision of a Neighbourhood Plan- The PC have several options to explore.**
  - 11.1 Not to proceed with a Neighbourhood plan at this time.
  - 11.2 Research the possibility of joining a neighbouring Town or Parish to be included in a joint plan
  - 11.3 Produce a plan for Wortham and Burgate

It was agreed that 2 councillors would attend a Neighbourhood Plan Meeting In Diss on Thursday 6<sup>th</sup> April. Clerk to contact Diss Town Clerk
- 12. To consider, discuss and agree on whether a representative of W&B PC should participate in a meeting with MSDC organised by FOWL –** It was agreed that a representative would attend a meeting providing adequate notice was given and a councillor was available.
- 13. To receive an update on the purchase of common land at Wortham School and the Track at Wortham Village Hall –** Waiting for confirmation from landowner that Solicitors Fees will not exceed £1500.
- 14. To receive an update and discuss the plot of land between Howards Close and Cherry Tree Close Wortham. –** In the latest correspondence, the landowner outlined that they would like the PC to maintain the land, as an area of woodland and nature, on the landowner's behalf. The PC was also invited to negotiate to buy the land. The PC agreed that they are not in a position to proceed with these offers at present but thank the landowner for contacting them. Clerk to contact the owner.
- 15. To discuss and approve the subscription to Suffolk Preservation Society – Not approved**
- 16. To discuss the purchase of Vehicle Activated Speed Signs for A143. -** Cllr Flemming organised information to be sent to the Clerk by neighbouring Parish Councils. The Clerk reported that information was received regarding 3 designs of VAS. Costs varied from £2500 - £2900 per sign. It was agreed in principle that the PC should purchase either one or two VAS. In the first instance Clerk to contact Highways regarding a site visit by SCC to establish safe sites for VAS Posts. Clerk also to contact SCC to explore possibility of joining Temporary VAS Programme. Cllr Cole to contact Wortham School re the possibility of a contribution towards the cost of VAS.
- 17. To receive an update on the Transparency Code Funding application and consider, discuss and agree on how the fund will be used. –** It was agreed that the Clerk will purchase a laptop / projector and associated software. Funds will also be used to pay for extra hours worked in keeping the Website updated when necessary.
- 18. To receive and discuss items from Committees / Working Groups:**
  - 18.1 Playing Field Committee (PFC) – Members of the committee visited the play area to establish works to be carried out

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18.2 Commons Committee: Meeting held on April 3rd

18.3 Finance Representative: None

18.4 Employment Committee: Niki Hinton has been employed as the new cleaner for the Sports Pavilion. A pension would not be offered to employees as they did not earn the minimum required.

## 19. Finance

### 19.1 Accounts Balances as at

19.1.1	Current Account	28/3/2017	£2240.54
19.1.2	Reserve Account	28/3/2017	£18015.61
19.1.3	Commons Account	28/3/2017	£4696.43
19.1.4	Barclays Switch account	28/3/2017	£1186.00

### 19.2 Payments

19.2.1	N Verkroost	Salary April	£366.34
19.2.2	Wortham Village Hall	Hall Hire	£22.00
19.2.3	Safe & Sound	Moles – Jan	£48.00
19.2.4	Safe & Sound	Moles – Feb	£48.00
19.2.5	Rookery Farm Ltd	Brush Cutting	£84.00
19.2.6	EON	Electricity Sports Pavilion	£1077.94
19.2.7	Came & company	Annual Insurance	£875.15

To consider any additional payments prior to the meeting

19.2.8	Suffolk Cloud	Website hosting	£100.00
19.2.9	Wortham Village Hal	Window Cleaning	£60.00
19.2.10	Niki Hinton	Salary	£73.67

### 19.3 Receipts

19.3.1	Chris Grocott	Walks Leaflet	£30,50
19.3.2	Wortham & Burgate Community Action Group	Walks Leaflet	£300.00
19.3.3	SALC	Transparency Code Funding	£1232,80
19.3.4	WLTC	Electricity	£504.60
19.3.5	WFC	Rent	£275.00

## 20 To receive and discuss items / reports from Committees, Groups and Councillors:

20.1 VHMC – Cllr Piper: It was discussed whether the access code for the defibrillator could be posted in the hall and Church. It was agreed that this was not appropriate and the existing system of contacting the Ambulance Service should continue as it works well.

20.2 Rights of Way – Cllrs. Grocott (Wortham) & Williams (Burgate) – Walks Leaflets are available

20.3 Councillors

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**21 Correspondence received** – All items received have been discussed during previous agenda items

**22 To receive items for the next agenda –**

Provision of Parking at Howards Close

VAS for A143

Purchase of Track and Common Land

**23 Date & time of next meeting** May 16<sup>th</sup> Annual PC Meeting 7.30pm at Wortham Village Hall.

**Meeting Close – 9.40pm**