

# Wortham & Burgate Parish Council

## Minutes of the Annual Parish Council Meeting of Wortham & Burgate Parish Council at Burgate Church Hall on Tuesday June 18th 2019 at 7.30pm.

(Cllrs) present: S Rash, J Bradley, C Williams, J Piper, C Grocott, J Erith, B Cole, I Hovey, S Wright, D Ling

In Attendance: Netty Verkroost (Clerk), Cllrs Fleming and Warboys, 3 members of the public

1. **To consider accepting apologies for absence** - The Parish Council accepted apologies from Cllrs Odams and Weaver - Both on Annual Holidays
2. **To approve the minutes of the previous parish council meeting/s** - Parish Council Meeting May 2019 - unanimously approved
3. **To record declarations of Interest from members in any item to be discussed** - Cllr Rash- Item 9.8. Land adjoining development site owned by Family Trust.
4. **To consider dispensations from members in any item to be discussed** - Cllr Rash to stay in the meeting when item 9.8 is discussed but not vote on any proposal.
5. **To adjourn the meeting to allow public participation at 7.37pm**

To receive reports from District & County Councillors -

### 5.a County Councillor

Councillor Jessica Fleming, Hartismere Division, Suffolk

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

**Work on the A14 and Diversions** - Highways England is planning to close the A14 in whole or part between J51 (Beacon Hill) and J43 (Bury) at night (8.00 pm – 6.00 am) Mon – Fri only as follows (to be confirmed): Eastbound A14 will be closed between 8<sup>th</sup> and 18<sup>th</sup> July and westbound A14 will be closed between 29<sup>th</sup> July and 16<sup>th</sup> August. The official HGV diversion route uses the A143 and A140.

**Energy and Environment Grants** - A range of energy and environmental funding for community projects can be found at;

<http://www.greensuffolk.org/green-communities/grants-and-funding-opportunities/>

Business East Anglia (BEE) can provide grant funding or businesses to reduce their carbon footprint and save money. It also offers free and independent advice and the chance to accredit your organisation to the Carbon Charter. Businesses interested in the BEE Anglia Project can find out more and register online [www.beeanglia.org](http://www.beeanglia.org) or call 01473 350370.

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## 5 b. District Councillor

Councillor Rowland Warboys - Gislingham Ward

rowland.warboys@midsuffolk.gov.uk Phone number 01379783412

**Annual Council Meeting 20th May** - The recent election created 'no-overall control' at MSDC. At the first Council meeting held on 20<sup>th</sup> May, Cllr Lavinia Hadingham was elected chair.

**Leader and Cabinet** - The new leader at MSDC is Cllr Suzie Morley, with Cllr Gerard Brewster as deputy leader.

**Draft Local Plan** - The agreement of the Regulation 18 Draft Joint Local Plan is due at the June Council meeting.

**Neighbourhood plans** - The Development of a Neighbourhood plan is essential if a Parish is to be able to manage development within its boundaries. There are three main areas to consider: infrastructure, traffic and housing.

**Crucial Crew** - The Crucial Crew programme for primary school children to learn about personal safety is running at The Mix in Stowmarket from 17<sup>th</sup> to 24<sup>th</sup> June.

**PCO's** - Working in partnership with Suffolk Constabulary, Mid Suffolk District Council is currently funding 2 PCSOs to deal with a range of activities including parking related matters, speeding and low level anti-social behaviour and will also be available to drop in on local businesses and community organisations across the Mid Suffolk District.

**Restrictions on recycling** - The amount of goods that can be recycled in Suffolk has reduced, with TetraPak cartons and metal items such as pots and pans no longer being accepted in recycling bins. This decision was made by the Suffolk Waste Partnership following a refurbishment of the Material Recycling Facility near Great Blakenham, because the new sorting equipment that is being installed will not be able to separate out cartons.

Cartons and metal items will now need to be taken to household recycling centres. In addition, new restrictions on composting means that households can no longer put kitchen waste into brown bins.

**MSDC Developer Contributions** - The council is pleased to make an offer of £53431.25 inclusive of V.A.T towards the cost of the rebuild of the Gislingham Silver Band Hall/Meeting Room.

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Councillors raised the following items with Cllrs Fleming and Worboys

Relocation of MSDC Administrative Offices back to Mid Suffolk from Central Ipswich. Cllr Worboys confirmed that it was a work in progress.

Restrictions on Recycling with the closure of Local Recycling Centres and the items which can be put in recycling bins has resulted in an increase in Fly Tipping. Residents cannot be expected to drive to Stowmarket with items not accepted by Waste Collection Lorries. Reducing the type of materials that can be recycled rather than increasing them is an issue and should be highlighted. Cllr Flemming is now responsible for Environment and Waste as part of her Portfolio. She will update the PC once the upgrade to the Material Recycling Facility is complete. Councillors may be able to visit the facility.

The Parish Council feel that the Village Design Statement seems to be increasingly ignored by Planning Officers at MSDC Planning Department. Cllr Rash explained the difference between the Village Design Statement and a Neighbourhood Plan to Cllr Worboys. This issue to be brought to the attention of the Planning Offices by Cllr Worboys who will receive a copy of the Village Design Statement.

**5.c Public Participation.** Three Wortham residents attended the meeting to raise concerns regarding New Planning Application DC/19/02698. The concerns are as follows:  
**Vehicular Access to the site** - The narrow access to the site is to be shared with existing dwellings.

**Drainage** - No maintenance has been carried out on a main drainage ditch for the site so far. This drainage ditch has been fenced off by the Developer which prevents maintenance at present and in the future.

**Safety** - Church Road is narrow and has a speed limit of 60mph. There are no footpaths on this road and so it continues to be dangerous for pedestrians.

**6. To re-convene the meeting - 7.48pm**

**7. To receive the Chairman's report** - Cllr Rash had no report.

**8. To receive the Clerk's report and outstanding actions from last meeting:**

(For information only)

The Clerk met with the Internal Auditor to receive the audited accounts and discuss any issues.

A report was filed with Suffolk CC, using the online reporting facility, regarding the HGV's using Union Lane when delivering to Anglia Autoflow. The Clerk will continue to liaise with the residents for further vehicle information.

A tablet has been purchased to assist with communication and preparation of documents when the clerk is away from home.

The Clerk met with the Grass Cutting Contractor to confirm that all areas in the contract are being maintained.

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## 9. To consider, agree and/or note new planning applications:

9.1 To receive an update on the removal of materials from common land at South View, Furze Way - No recent works have been carried out to remove remaining gravel, hardcore or electrical cables. The PC to continue to monitor and review in the summer.

9.2 To receive an update on planning issues at Oak Trees, Great Green - No update received from MSDC

9.4 To receive an update on application DC/19/01064 Easter Cottage, Buggs Road, Burgate, Diss Suffolk IP22 1QG- Permission Refused

9.5 To receive an update on application DC/19/01065 - Easter Cottage, Buggs Road, Burgate, Diss Suffolk IP22 1QG - Permission Refused

9.6 To receive an update on application DC/19/01939 ( listed ) - Ellesmere Coach House, Church Road, Wortham, Diss Suffolk IP22 1PT - Application withdrawn.

9.7 To receive an update on application DC/10/01723 - Ellesmere Coach House, Church Road, Wortham, Diss Suffolk IP22 1PT - Application withdrawn.

9.8 To receive an update regarding planning consultation request letter relating to planning application DC/19/01020 - Land South Of Bury Road, Wortham IP221PW- remove option of 4 no affordable dwellings - No update received from MSDC

9.9 To consider, discuss and agree on comments regarding new application DC/19/02698

- Land On The East Side Of, Church Road, Wortham, Suffolk - Outline Planning Application (Access to be considered) - Erection of up to 3no. dwellings and garages.- It was unanimously agreed to object to this application.

[www.midsuffolk.gov.uk/planning/development-management/application-search-and-comment/search-for-applications](http://www.midsuffolk.gov.uk/planning/development-management/application-search-and-comment/search-for-applications)

9.10 To receive an update on letters regarding White House DC/18/02677, sent to MSDC, Jo Churchill MP, Cllr Warboys and Arthur Charvonia - An email was received from Mr Pateman-Gee MSDC Planning Department. The contents of the email were discussed and it was unanimously agreed that the PC should file an official complaint with MSDC. Cllr Warboys reported on an email received by the Chair MSDC Planning Committee which is to be sent to the clerk.

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- 10. To receive the Internal Audit Report for 2018/2019 Accounts from Trevor Brown and appoint an Internal Auditor for 2019/2020** - The Internal Audit was received and accepted by the PC. It was unanimously agreed to appoint Trevor Brown as the Internal Auditor for 2019/20
- 11. To complete and sign the AGAR 2018/2019** - The AGAR 2018/19 was completed and signed by the Chairman and the RFO
- 12. To approve and adopt updated Financial Regs** - It was unanimously agreed to adopt updated items 11.1b & 11.1k of the Contracts Section
- 13. To consider, discuss and agree on the renewal of SALC Subscription for 2019/20**  
It was unanimously agreed to renew the SALC Subscription for 2019/2020
- 14. To receive an update on the Traveller Encampment on Wortham Ling** - The Traveller Encampment is still present on Wortham Ling and domestic waste is being collected by MSDC. The Traveller Liaison Officer has been contacted but as yet no reply has been received and the clerk will contact MSDC again.  
An email from a resident was received by the Clerk requesting that the PC adopted the Gate and the Notice Board at the entrance to Doits Carpark, Wortham Ling. After due consideration it was unanimously agreed that it was not the duty of the PC to maintain structures on private land and an inappropriate use of public funds. However if any Community Groups feel they would like to approach the landowner and gain permission to do so then other sources of funding may be available through District Cllr Warboys. Clerk to contact the resident.
- 15. To receive an update regarding any improvements to the Track and Land at Wortham School** - Apologies were sent by Mrs Flatman, Head of Wortham Primary School. This item will be discussed at the next PC Meeting
- 16. To appoint a Councillor as an administrator for the Village Website** - It was unanimously agreed that Cllr Weaver is appointed as an administrator of the Village Website
- 17. To appoint 3 additional signatories for the Parish Council Bank Accounts** - It was unanimously agreed to appoint Cllrs, Piper, Bradley and Ling as signatories

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## 18. To receive and discuss items from Committees / Working Groups

18.1 Playing Field Committee (PFC)- Waiting for estimates on costs and proposed plans to be received. A PFC Meeting to be arranged.

18.2 Commons Committee - A Commons Committee Meeting to be confirmed

18.3 Finance Representative -None

18.4 Employment Committee - None

18.5 New Village Hall working Group - The group, which includes 2 Councillors, 2 members of the VHC and the Clerk have arranged to meet and will report at the next PC Meeting.

## 19. Accounts

### 19.1 Accounts Balances as at 11/06/2019

19.1.1	Current Account	£7794.22
19.1.2	Reserve Account	£19977.38
19.1.3	Commons Account	£1993.70

### 19.2 Account payments

19.2.1	Netty Verkroost	Salary June	£416.85
19.2.2	Netty Verkroost	Expenses May	£112.77
19.2.3	Niki Hinton	Salary June	£87.75
19.2.4	Safe & Sound	Moles May	£48.00
19.2.5	121 Computers	Tablet & Printer Toner	£195.47
19.2.6	Trevor Brown	Audit of P/C Accounts	£150.00
19.2.7	CGM	Grass Cutting - May	£180.00

### Additional Payments prior to meeting

19.2.8	Wortham Village Hall	Hall Hire	£22.00
19.2.9	SALC	Subscription	£366.23
	Direct Debit Payments		
14th May	Eon	Electricity Estimated	£123.60
4th June	Eon	Electricity Accurate Reading	£262.49

### 19.3 Account Receipts

17/06/2019	Wortham Bowls Club	Donation	£1500.00
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## 20. To receive and discuss items / reports from Committees, Groups and Councillors:

20.1 VHMC – None

20.2 Rights of Way – Additional Walks Leaflets have been supplied by Suffolk CC Free of Charge. A replacement leaflet holder has been purchased by the PC.

20.3 Councillors: - Bruno Peak contacted Cllr Bradley regarding the VE Day Commemoration in May 2020. The PC will discuss any participation in the event at the next PC Meeting

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**21. Correspondence received** – Email from resident and discussed under item 14.

**22. To receive items for the next agenda-**

Improvements to the Tracks and Land

VE Commemoration Event

**23. Date & time of next meeting** – 23rd July 2019 at 7.30pm in Burgate Church Hall

**Meeting Closed at 9.12pm**

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