

Wortham and Burgate Parish Council

Minutes of the Parish Council Meeting of Wortham & Burgate Parish Council at Wortham Village Hall on Tuesday 18th February 2020 at 7.30pm

(Cllrs) present: Chair S Rash, J Bradley, C Williams, C Grocott, J Erith, S Wright, M Odams, P Weaver, J Piper, I Hovey, & D Ling

In Attendance: Jane Wright (Clerk), Netty Verkroost (Clerk) and Cllr Fleming.

- 1. To consider accepting apologies for absence** - The PC unanimously accepted apologies from Cllr Cole who was on holiday.
- 2. To approve the minutes of the previous Parish Council Meeting/s** - It was unanimously agreed to approve the January 2020 Parish Council Minutes.
- 3. To record declarations of Interest from members in any item to be discussed** - 7.6 Cllr Ling - Personal and Prejudicial, 7.12 Cllr Rash - Personal and Prejudicial
- 4. To consider dispensations from members in any item to be discussed** - Cllr Ling to stay in meeting while item 7.6 is discussed and Cllr Rash to stay in meeting while item 7.12 is discussed.
- 5. To adjourn the meeting to allow public participation at 7.35pm**

5.1 To receive reports from District & County Councillors - The District Councillors report was circulated in advance of the Parish Council meeting and was taken as read. See Appendix 1.

Councillor Jessica Fleming, Hartismere Division, Suffolk

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Roadworks Permit Scheme – SCC intends to introduce a permit scheme for all road and street works which will give the County Council powers to manage and condition work carried out on the public highway such as utilities and Suffolk Highways. The new scheme will be in place from 1st April. Details of the scheme are available on Suffolk County Council's [website](#) under the item 28-01-2020.

Civil Parking Enforcement – transfers from the police to local authorities on 6th April. West Suffolk Council and Ipswich BC will enforce CPE in the Mid Suffolk.

Suffolk Strategic Lorry Route Review – The recommended HGV routes in Suffolk were last reviewed in 2017 and need to be updated to reflect current conditions and LorryWatch schemes. The County Council is also planning to engage with communities and Parish Councils which are experiencing problems with HGVs. Problems with Union Lane could be raised through this process.

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New Special Educational Needs and Disability (SEND) units - The following schools have been identified to develop adjunct SEND facilities:

- Two Generic Key Stage 1 (Primary) Units – Pipers Vale Academy and Burton End Academy
- Three Communication and Interaction Key Stage 2 Units – Murrayfield Primary Academy, Houldsworth Valley Primary Academy, and Causton Junior School
- One Cognition and Learning Key Stage 2 Unit – Clements Primary Academy
- Three Communication and Interaction Key Stage 3/4 Units – Copleston High School, Ixworth School, and Newmarket Academy
- One Cognition and Learning Key Stage 3/4 Unit – Castle Manor Primary Academy.

These units will provide 168 additional specialist placements in Suffolk as of September 2020 and more as this project progresses with further commissioning for units post September 2021.

Ipswich Northern Relief Road - SCC has published the Strategic Outline Business Case (SOBC) for the route(s) which concluded that there is an economic case to progress to a second phase. However, the project is not supported by affected Districts and would require a commitment to build a large no. (15,000 approx.) additional new homes. Cabinet will decide next steps later this month.

Cllr Jessica Fleming: Jessica.fleming@midsuffolk.gov.uk

Tel: 07714-597980 Twitter: @jesstfleming

6. To reconvene the meeting - 7.50pm

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

7.1 To receive an update on the removal of gravel and remaining driveway materials from Common Land next to South View, Furze Way - No update received.

7.2 To receive an update on planning issues at The Oak Trees, Great Green - No update received.

7.3 To receive an update regarding the planning consultation request letter relating to planning application DC/19/01020 - Land South of Bury Road, Wortham IP22 1PW - remove option of 4no affordable dwellings - No update received.

7.4 To receive an update regarding 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 - No update received.

7.5 To receive an update on a letter sent to Philip Isbell, MSDC, re Honey Pot Farm - No update received.

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7.6 To receive an update on application DC/19/04542 - Land lying on the south side of Bury Road, Wortham, Suffolk - Application under Section 73 of the Town and Country Planning Act for the variation or removal of a condition following grant of 2480/16 (Erection of 12no dwellings, parking and/or garages, and upgraded highway access) Town and Country Planning Act 1990 without Compliance of Condition 2 (Approved Drawings) - Substitute drawings 01B, 02A and 06 with WBR/01C, 02E and 06C relating to footpath and design of Plot 1 - No update received.

7.7 To receive an update on application DC/19/05434 Application for Planning Permission without compliance of conditions - Application under Section 73 of the Town and Country Planning Act - To vary Condition 2 (Approved Plans and Documents) relating to 2480/16 dated 12.05.2017 (and Section 73 Application DC/19/04542) - Change to joinery materials, window positions, plinth detail and external finishes as identified in the submitted statement. Location: Land lying on the south side of Bury Road, Wortham, Suffolk - No update received

7.8 To receive an update regarding application DC/19/05422 Erection of first floor extension and carport; Changes to windows and doors including insertion of rooflight. Location: The Flint Barn, Church Road, Wortham, Suffolk IP22 1PT - Granted

7.9 To receive an update regarding application DC/19/05440 Erection of timber framed cart lodge/garage (retention of) Location: Merels, Long Green, Wortham, Diss, Suffolk IP22 1PU - Granted

7.10 To receive an update regarding Application DC/19/05948 Application for approval of reserved matters following grant of Outline Application DC/18/05622 dated 19/02/2019 - Appearance, Landscaping, Layout, Scale Erection of 3no dwellings and new access. Location: The Croft, Mellis Road, Wortham. - No update received

7.11 To receive an update regarding Application DC/20/00013 Conversion of and extension to 2no outbuildings to form annex including walled entertainment area. Erection of storage outbuilding. Ellesmere Coach House, Church Road, Wortham, Diss IP22 1PT - Granted

7.12 To receive an update regarding Application for Agricultural Determination DC/20/00532 - Application for Prior Notification or forestry development - Proposed Building. Town and Country Planning General Permitted Development Order 2015 Schedule 2 Part 6 - Erection of Grain Storage/General Purpose Building. Location: Hall Farm, Rectory Road, Wortham IP22 1SL - Decided - Formal approval NOT required.

8. Chairman's Report. Several fallen trees have been reported due to the high winds, which will be dealt with in due course.

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9. To receive the Clerks report and outstanding actions from the last meeting:

Confirmation has now been received of the Precept for 2020/2021 for £17,500.

A sum of £272.08 has been received as a Locality Award for The Friends of Wortham Ling, for the information panels and a new dog bin..

Quotes are being obtained for the clearance of the fallen tree close to the Pavilion and it was unanimously agreed that when all quotes are received, a decision on a contractor will be made by Cllr Rash and the Clerk.

The Clerk has attended An Introduction to Audit Course at SALC

10. To consider, discuss and agree on a contractor to cut the grass at Wortham Playing Field. Three quotes has been obtained for the contract to cut the grass and it was unanimously agreed to stay with CGM Group. Clerk to contact CGM

11. To consider, discuss and agree Possessory Title Insurance Quote for Land Lying to the north and south of Bury Road, Wortham as registered under Title Number SK156379 and SK392304. After a discussion of the Insurance quote, it was agreed that more information needs to be sourced regarding the policy. Clerk to contact Gudgeons Prentice/Countrywide Legal Indemnities.

12. To discuss and agree arrangements for the Annual Parish Meeting on April 7th 2020. It was agreed that there would be an open forum for villagers. A notice will be placed on the Parish Council Website, The Post Office and Village Hall.

13. To receive an update regarding any improvements to the Track and Land at Wortham School. Two more estimates have now been obtained. Garrod Construction - £55,116 plus VAT, and Frank Davey - £47,808 inc VAT. A Technical Specification and a scale plan will now be produced so that accurate quotes can be obtained. Residents will be consulted on the design once all information is to hand. No further update at present.

14. To receive an update of the PIIP (Parish Infrastructure Improvement Plan) - No update.

15. To receive and discuss items from Committees / Working Groups -

15.1 Playing Field Committee (PFC) - A meeting is arranged for 24th February to discuss raising funds for the New Play Equipment - No further update at present

15.2 Commons Committee - A Commons Committee meeting is planned for 24th February.

15.3 Planning Committee - None

15.4 Finance Representative - An Internal Control has been carried out and all accounts are in order, ready for the approaching Year End.

15.5 Employment Committee - Niki Hinton has had her staff appraisal and it was unanimously agreed that her wages are increased by 50p per hour with effect from 1st April 2020.

15.6 New Village Hall Working Group - A very productive meeting was held in January and the draft questionnaire is now being circulated to Councillors for their approval/comments. It is hoped that the questionnaire will then be distributed at the end of March, beginning of April, to Wortham and Burgate residents.

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15.7 VE Day Event 2020 Working Group. The group met and discussed ideas for the event to be held on Friday 8th May 2020. Various quotes have been sourced for entertainment. It was agreed that a total of £500 be made available for the event from Parish Council Funds. 10 Councillors approved, 1 abstained. More details to follow.

16. Accounts

16.1 Account Balances as at 10/02/2020

16.1.1 Current Account	£4619.62
16.1.2 Reserve Account	£12498.71
16.1.3 Projects Account	£25013.37

16.2 Account Payments

16.2.1 Wave - Water	£99.99
16.2.2 Gudgeons Prentice - Disbursements	£64.00
16.2.3 SALC - Clerks Training	£132.00
16.2.4 Wortham Village Hall - Hire January	£22.00
16.2.5 Safe & Sound - Moles	£48.00
16.2.6 Niki Hinton - February Salary	£87.75
16.2.7 Netty Verkroost - February Salary	£416.85
16.2.8 Netty Verkroost - Jan Expenses	£83.97
16.2.9 Jane Wright - Feb Salary	£355.60
16.2.10 Jane Wright - Jan Expenses	£117.85
16.2.11 Niki Hinton - Mar Salary & Hol	£188.55
16.2.12 Netty Verkroost - Mar Salary	£416.85
16.2.13 Netty Verkroost - Feb & Mar Expenses	£164.97
16.2.14 Jane Wright - Mar Salary & Hol	£508.71
16.2.15 Jane Wright - Feb Expenses	£53.00

Any additional payments requested prior to the meeting

16.2.16 SALC - Audit Training	£24.00
16.2.16 Anglian Chemicals - Salt Tablets (August)	£18.41

Direct Debit Payments

EON Electricity £200.00

It was unanimously agreed to make all payments

16.3 Account Receipts

16.3.1 Babergh & Mid Suffolk	Locality Award	£272.08
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Any additional credits received prior to the meeting

16.3.2 Wortham Lawn tennis	Electricity	£759.11
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17. To receive and discuss items/reports from Committees, Groups and Councillors:

17.1 VHMC - A PC Quiz Team is required for the next Quiz in March

17.2 Rights of Way - Nothing to report

17.3 Councillors - Cllr Bradley has various leaflets available for Litter Picking. A request was made for a frame to be made for new safety signage when Litter picking. Cllr Ling agreed to make a suitable frame.

Cllr Odams raised the continuing problem of water streaming down the Mellis Road. Clerk to raise with Highways. There was also a concern over the pot holes running through the village, and it was suggested that the problem be reported online.

18. Correspondence received - An email has been received from SALC regarding the use of Councillors personal email addresses being used on the Parish Website. It was agreed that any correspondence for Councillors be sent to the Parish Council email address and then forwarded on to the appropriate councillor.

There has been notification of an increase in the Dog and Litter Bin Charges for 2020/21 from £35 per litter bin and £41.00 per dog bin, to £36.05 and £42.23 respectively, exc VAT.

An email has been received from a resident regarding concerns over HGV's using Union Lane.

This has been an ongoing problem, and was brought back to the attention of County Councillor, Jessica Fleming. Unfortunately it is a slow process to get anything done regarding Lorry problems but there was assurance that the Suffolk Lorry Route is being reviewed, and more will be done to communicate with HGV operators, SatNav providers, GIS, to ensure that all drivers know where they should and should not go.

19. To receive items for the next agenda - VE Day, Possessory Insurance Quote

20. Date and time of next meeting - Annual Parish Meeting on Tuesday 7th April 2020 at 7pm, followed by the Parish Council Meeting at 7.30pm in Wortham Village Hall.

Meeting closed - 9.14pm

APPENDIX 1

District Councillor Report: Gislingham Ward

Mellis, Gislingham, Thornham, Wickham Skeith, Wortham and Burgate Parish Councils

Feb 2020

This is a bit of a “cheat” on my part but we are waiting in council for briefings from: the Environmental Task Force due April/May, The Draft Local Plan due April, and the Council Meeting to decide the budget 27th Feb. but I received this update from the Corporate Manager for Environment and the Public Realm that I thought would be useful to share especially as it has the email address for reporting fly tipping.

I intend to take up Mr Garrett’s invitation for a ward tour to look together at what can be done at a ward level with respect to day to day management as well as improvement works to enhance the local environment that could be planned in your ward.

I would be grateful for the respective Parish Councils suggestions with regard to this.

Welcome to the first Public Realm update of 2020.

This update covers highlights of our work since the beginning of the new year.

I regret that along with dealing with many things that enhance the environment and peoples’ enjoyment of it there are some very unpleasant tasks that we also have to deal with so I make no excuses for starting this update on a more negative note.

I promise the rest of the update will be more positive.

Edwardstone Fly Tip: Fly Tipping remains the blight of our countryside and public areas. At the beginning of January there was a buzz on social media about 50 to 60 tyres that had been dumped on road verges in Edwardstone. This is on a commercial scale and it took Babergh’s contractor two visits to clear two truck-loads. I attach photos of the extent of what was cleared. It is estimated that this cost the authority £600 in labour to clear and additional costs would have had to be met by the County Council who foot the bill for the disposal of tyres.

Other Fly Tipping cleared in January: Each month we report on the number of fly tips that each Council clears and we also have a target to clear them within 48 hours.

	Jan 20	Cleared within 48hrs	Percent cleared within 48hrs	Over 48hrs
MSDC Fly Tips	38	38	100%	0
BDC Fly Tips	42	42	100%	0
Total Fly Tips	80	80	100%	0

I am pleased to report that for such a busy month, all were cleared within 48 hours of being reported. Occasionally we do not meet that target but that is usually for sound reasons such as not finding the fly tip in the reported location and having to go back to the customer who reported it for more information or finding that the fly tip contains hazardous waste such as asbestos where we then have to call in another specialist contractor to deal with it. Whilst Public Realm have the dirty job of collecting and disposing of fly tipped material it is our Environmental Protection Team who enforce the law, especially around trying to secure prosecutions. Public Realm work closely with them to sift through the material, looking for evidence of who might have dumped it and where that evidence is found the Environmental Protection Team will try to secure a prosecution.

Both Councils have a duty to deal with fly tipping on public land, fly tipping on private land remains the responsibility of the relevant landowner to deal with.

Fly tipping can be reported via the Councils website using these links:

<https://www.midsuffolk.gov.uk/environment/street-care-and-cleansing/fly-tipping/>

I will report in a later update on a campaign that the team will be involved in during 2020 that will seek to help tackle this nationwide issue.

Now on a more positive note:

Tree For Life: Following this schemes successful second year in Mid Suffolk and its successful first year in Babergh the team organised two collection events at Cedars Park Community Centre on the 25th January and Hitcham Village Hall on the 1 st February. Proud parents, many bringing their new born babies and other family members arrived to choose their trees. There were many smiling faces as parents took away their tree and instructions on how to plant and look after them and many questions were answered demonstrating there is a real appetite for improving the environment and also celebrating new born life. We also offered a tree for those who had sadly lost a baby, who wanted a memorial tree to remember the sad loss of their infant loved one. The scheme will see 274 trees planted in Mid Suffolk and 196 trees in Babergh. Parents were offered a fruit tree of different varieties of Apple, Pear, Plum and Cherry and a selection of native woodland trees including Oak, Hornbeam, Lime, Alder, Horse Chestnut, Silver Birch and Beech.

I wish to thank Cabinet Members Cllr Jessica Fleming and Cllr Elisabeth Malvisi as well as Cllrs Andrew Stringer, Rachel Eburne, Gerard Brewster and Robert Lindsay who also attended to help. My thanks also to the Public Realm team members who made this a success.

Play Area Improvements: this is not the usual time of year for this but the team managed to squeeze in a few improvements to play areas across both districts.

Partridge Close play area, Stowmarket: Replacement of dilapidated play equipment with modern apparatus for younger children. Chosen for the best play value and to fit in to the surroundings.

Poplar Road (HRA play area), Great Cornard: The removal and landscaping of dangerous and dilapidated sleeper steps and play equipment:

Uplands Road play area, Sudbury: The removal of an old, damaged multi-play unit. This will be replaced and improved upon once a consultation has been carried out.

And everything else we do every day: this update is intended to cover the highlights and will not be an exhaustive list of everything we do every day of the month however on a daily basis the team is involved in a massive range of tasks that keep our parks, open spaces and other assets ticking over as well as our streets and other public places. After we stopped cutting grass in October our attention has turned to trees, hedges, shrub beds and other areas worked on as part of our winter programme. This is also the time of year when equipment is given its annual service such as mowers and all the construction tasks such as fencing and path works are completed.

Peter Garrett
Corporate Manager for Countryside and Public Realm

Rowland Warboys 05/01/2020
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