

Worham & Burgate Parish Council

Minutes of the Parish Council Meeting of Worham & Burgate Parish Council held virtually via Zoom on Tuesday 1st December 2020 at 7.30pm

Councillors present: Barry Cole (Chair), Jacky Bradley, Chris Grocott, Ian Hovey, David Ling, Mike Odams, Jenny Piper, Richard Thornton, Paul Weaver, Chris Williams and Sue Wright

In attendance: Jane Wright (Clerk), Councillor Warboys, Councillor Fleming and 1 member of the public

- 1. To consider accepting apologies for absence** - No apologies received
- 2. To approve the minutes of previous Parish Council Meetings** -
 - 2.1 October Parish Council Meeting - unanimously approved
 - 2.2 Playing Fields Committee - unanimously approved
 - 2.3 Planning Committee - unanimously approved
- 3. To record declarations of Interest from members in any item to be discussed** -
Councillor Ling item 9.6 - Personal & prejudicial - to go offline during discussion and item 10 - Family interest - to stay online during discussion. Councillor Weaver item 9.5 - Neighbour - to go offline during discussion.
- 4. To consider dispensations from members in any item to be discussed** - None
- 5. To adjourn the meeting for public participation** - 7.38pm
 - 5.1 To receive residents' questions and comment - A member of the public addressed the Council in relation to item 9.6. Full planning has been applied for from MSDC for a steel framed building for standard general storage. The new building is not to replace an existing building as it is to be erected over an old muck pad/silage clamp.
 - 5.2 To receive reports from District and County Councillors - see appendix 1 and appendix 2
Councillor Warboys and Councillor Flemings reports were circulated to Councillors prior to the meeting. Both councillors gave a brief resume of their reports. Councillor Fleming advised that Recycling is becoming contaminated by items that should not be placed into recycling bins. Link to be added to Parish Council website and Facebook page with the current guidelines.
- 6. To reconvene the meeting** - 7.54pm
- 7. To receive the Chairman's Report** - Councillor Cole advised that Openreach have been in contact with regards to the underground cabling work at the Village Hall. This work will commence on 5th January 2020, to which there were no objections.
- 8. To receive the Clerk's report and outstanding actions from last meeting** (for information only) -
The Clerk advised that an application has been submitted for a Local Restrictions Business Grant. A letter has been received from MSDC advising that the Dog and Litter Bin charges are to increase in 2021 from £42.23 to £43.49 and £36.06 to £37.13 respectively.
- 9. To consider, agree and/or note new planning applications** -
 - 9.1 To receive an update regarding application - DC/20/03893 Householder application -
Erection of single storey front extension (following removal of existing lean to extension) Roof extension to cartlodge to create first floor accommodation, linked extension and works to ground floor to create additional living accommodation ancillary to the main dwelling - Hegelians Barn, Little Green, Burgate, Diss IP22 1QQ - GRANTED

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- 9.2 To receive an update regarding application - DC/20/03389 Change of use, conversion and extension of existing building to form 1no dwelling - Wolsey House Motors, Wolsey House, Millway Lane, Wortham IP22 1SL - GRANTED
- 9.3 To receive an update regarding DC/20/04490 Householder application - Erection of first floor extension. Location: Flint Barn, Church Road, Wortham, IP22 1PT - NO UPDATE
- 9.4 To receive an update regarding application DC/20/04729 Planning Application erection of 2no dwellings, garages, associated works, provision of access road, parking/turning areas and associated landscaping - Land on the East Side of Church Road, Wortham - At the November planning meeting it was agreed to lodge an objection to this application. The main reasons for objection relate to access, waste/recycling access and storage and infrastructure. For the Parish Councils full comment please refer to <https://planning.baberghmidsuffolk.gov.uk/> or www.worthamandburgate.suffolk.cloud
- 9.5 To consider, discuss and agree to a new application DC/20/04953 Application for approval of reserved matters following outline approval - Town and Country Planning (Development, Management and Procedure) (England) Order 2015 Appearance, Landscaping, Layout, Scale and Access relating to DC/18/03677 - Erection of 1no dwelling - White House, Rectory Road, Wortham - After much discussion, to what has been the most contentious planning application, it was unanimously agreed to object to this planning application on the following grounds - Access, Parking and Scale being the main objections. For the Parish Council's full comment please refer to https://planning.baberghmidsuffolk.gov.uk or www.worthamandburgate.suffolk.cloud
- 9.6 To consider, discuss and agree to a new application for Planning Permission - DC/20/04645 - Erection of an Agricultural Building - Location - The Rookery, Bury Road, Wortham, Diss IP22 1RB - The applicant had informed the Council of the proposed farm building at the Public Forum. It was unanimously agreed to support the application.
- 10. To receive an update on DC/19/01020 Modification of planning obligation relating to 280/16/ erection of 12 new dwellings (to remove option of 4no affordable dwellings) -** Councillor Warboys had previously agreed to contact the Planning Department and advised that the main reason the option of 4no affordable dwellings had been removed was due to the cost involved of the archaeological dig on the site. Councillors are not satisfied that there had been no compromise to offer any affordable housing at all. The original planning application for this site had been approved on the basis that affordable homes would be made available. It was unanimously agreed to write to MSDC and Jo Churchill MP to object to the decision made. Councillor Warboys agreed to look into the matter further.
- 11. To consider, discuss and agree to adopt the draft Budget for 2021 -** The Draft Budget had been circulated to Councillors prior to the meeting. Budget to be approved at the January meeting.
- 12. To receive a report from the external auditor for the 2019/2020 Parish Council Accounts -** The report from PFK Littlejohn (External Auditor) had been circulated prior to the meeting. The Notice of Conclusion together with all the relevant documents are available on the Parish Council website.
- 13. To consider, discuss and agree S137 payments to be made to Wortham and Burgate Churches for the upkeep of the churchyards -** It was unanimously agreed to pay £400 to both Wortham and Burgate Churches for the upkeep of their prospective churchyards.

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- 14. To consider, discuss and agree on any donation to be made** - The East Anglian Air Ambulance and Waveney Food Bank were both suggested to receive a donation. It was agreed to donate £100 to each of these charities. 8 Councillors voted and 2 abstained. It is noted that Councillor Cole has an interest in Waveney Foodbank.
- 15. To consider and discuss contractors quotes to improve the track outside of Wortham Village Hall** - Contractors had been contacted, but unfortunately no quotes had been received prior to the meeting. In order to benefit from the Locality Award, it was agreed to purchase planings. Clerk to liaise with Councillor Thornton regarding delivery.
- 16. To consider, discuss and agree nominating The Manor House as an Asset of Community Value** - A brief background to the process of nomination was given to Councillors. Nominating The Manor House as an Asset of Community Value was proposed and agreed with 6 in favour of the proposal. Clerk to contact Star Brewery to inform them of the Nomination.
- 17. To consider, discuss and agree the nomination of additional Councillor/s to the Planning Committee** - To be discussed at the January 2021 meeting.
- 18. To receive an update on Green Farm Bungalow, Little Green, Burgate** - MSDC were contacted and we have been advised that the Environment Agency provides exemptions for small amounts of waste. Technically if earth and hardcore can be used it is no longer classified as waste. To bring large amounts to the site would likely require planning permission. We will continue to monitor the situation and review as necessary.
- 19. To receive an update on a Traffic Survey re Speeding on the Mellis Road** - A traffic survey had been conducted in 2018 and it was therefore agreed that it is not necessary for a further one to be carried out. Survey to be forwarded to Councillors for their consideration.
- 20. To receive an update on a request for 2 dog waste bins at Great Green, Burgate** - The landowner had been contacted to discuss the request, and were not in agreement for the waste bins to be placed on Great Green.
- 21. To receive an update on a Possessory Title Insurance Policy** - This item was discussed at length and it was agreed that Councillors Weaver, Wright and Bradley would form a working group to decide on the implementation of a policy. Clerk to forward Title Documents to Working Group.
- 22. To consider a request for a shelter on Long Green for school children** - A resident had contacted the Clerk to enquire if the Parish Council would consider a shelter being placed on Long Green, near to the Junction of Church Road for school children attending Hartismere School. It was agreed that building on the common would not be possible.
- 23. To receive and discuss items/reports from Parish Council Committees and Working Groups**
 - 23.1 Playing Fields Committee - The subject of the proposed path at Wortham Lawn Tennis Club was discussed at length. Numerous suggestions were put forward, but without a representative from the tennis club in attendance, no final decision could be made. Councillors Odams and Ling to contact Wortham Lawn Tennis Club and bring back to the next meeting.
 - Playing Field Play Area - Grants have been applied for from the Community Asset Fund, Locality Awards and the Lottery Fund for the proposed new play equipment.

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23.2 Commons Committee - Awaiting further quotes for the proposed scrub clearance as only one quote has been received to date.

23.3 Planning Committee - None

23.4 Finance Representative - None

23.5 Employment Committee - None

23.6 New Village Hall Working Group - No update

24. Accounts:

24.1 Account balances as at 23rd November 2020

20.1.1	Current Account	15010.63
20.1.2	Reserve Account	11506.80
20.1.3	Projects Account	41895.41

24.2 Account Payments

24.2.1	MSDC	Annual Play Inspection	60.82
24.2.2	121 Computer	Printer Inks	29.94
24.2.3	PKF Littlejohn	Ext. Audit Fees	240.00
24.2.4	Jane Wright	November Expenses	82.36
24.2.5	Niki Hinton	December Salary	92.63
24.2.6	Jane Wright	December Salary	387.80

24.3 Direct Debit Payments

24.3.1	ICO	Data Protection Fee	35.00
24.3.2	EON (Final Invoice)	Electricity	25.57
24.3.3	O2	Mobile Phone (November)	27.11
24.3.4	EDF Energy	Electricity	200.00

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24.4 Account Receipts

Any additional payments requests prior to the meeting -

24.2.7	Treecraft	Willow at Playing Field	320.00
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It was unanimously agreed to approve all payments

25.To receive and discuss items/reports from Committees, Groups and Councillors

25.1 VHMC - Nothing to report

25.2 Rights of Way - Nothing to report

25.3 Councillors - Councillors Grocott and Williams were nominated as 'Champions' for Quiet Lanes Suffolk in Wortham and Burgate respectively - agreed by a majority of 9 and 1 abstention.

Councillor Bradley requested that the litter picking equipment be returned. Clerk to place a further notice on the website and Facebook page.

26. Correspondence received - An invitation to attend the Joint Local Plan/Neighbourhood Plan - Virtual Meeting has been received. Councillor Wright to attend.

27. To receive items for the next agenda - Allotments, Path at Wortham Lawn Tennis Club, Budget 2021/2022, Additional members for the Planning Committee

28. Date, time and venue for next meeting - Tuesday 5th January 2021 to be held virtually via Zoom at 7.30pm

Meeting close - 10.26pm

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