

Worham & Burgate Parish Council

Minutes of the Parish Council Meeting of Worham & Burgate Parish Council held on Tuesday 26th October 2021 at Worham Village Hall at 7.30pm

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

In attendance: Councillor Warboys and Jane Wright (Clerk)

1. To consider accepting apologies for absence -

Councillor White - Unwell Councillor Wright - Unwell - Unanimously accepted.

2. To approve the minutes of previous Parish Council meetings -

2.1 September Parish Council Meeting - Proposed JB, seconded CW - Unanimously approved

2.2 September Playing Field Committee Meeting - Proposed MO, seconded JP - Unanimously approved

2.3 September Commons Committee Meeting - Proposed CW, seconded CG - Unanimously approved

2.4 September Planning Committee Meeting - Proposed CW, seconded RT - Unanimously approved

3. To record declarations of interest from members in any item to be discussed - Councillor Ling

Item 9.5 - Neighbour - Councillor Ling to stay in meeting, but to take no part in the vote

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 or comments - No members of the public present

5.2 To receive reports from District & County Councillors - Councillor Warboys gave a resume of his report which was circulated to Councillors prior to the meeting - Appendix 1

A Locality Award will be available for the Queen's Platinum Jubilee Celebration for a sum of £250. This can be applied for in the next financial year.

6. To reconvene the meeting - 7.50pm

7. To receive the Chairman's report - Nothing to report

8. To receive the Clerks report & o/s actions from the last meeting (For information only) -

The Clerk requested that funds totalling £15,032.23 be transferred from the Current Account to the Reserves Account - this represents the Grants and CIL payments received, a breakdown of which was forwarded to Councillors prior to the meeting. Proposed CW, seconded IH - unanimously approved.

Prices for window film for the Sports Pavilion have been sourced and it was unanimously agreed that the Clerk should obtain the film at a cost of £30.99. This is a precautionary measure in the event of another broken window in the Sports Pavilion.

2 wreaths have been ordered for Remembrance Sunday - CW to lay the wreath in Burgate and CG in Worham

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

9.1 To receive an update on a re-consultation for planning permission DC/20/05763 - Use of land for the siting of 4no 'Off-Grid' Holiday Units and erection of replacement stores/housekeeping building; installation of PVpanels, upgrading of existing access and track; New low-impact parking area and foul drainage - Location Land at Ling Road, Palgrave, Suffolk - Revised site layout plan and landscaping report received 16/4/2021 - **REFUSED**

2021/PC/51.....APPROVED.....

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9.2 To receive an update on Oak Trees, Burgate. - **NO UPDATE**

9.3 To receive an update on the application for planning permission - DC/21/04834 - Erection of three bay cartlodge. Location: Pollard Tree Farmhouse, The Ling, Wortham, Suffolk IP22 1ST - **GRANTED**

9.4 To receive an update on application DC/21/04933 for Planning Application - Erection of single storey commercial glasshouse. Location: Howard and Kooij Nurseries, Bury Road, Wortham, IP22 1PX - **NO UPDATE**

9.5 To consider, discuss and agree on any comments regarding Application DC/21/05672 - Proposal: Householder Application - Erection of outbuilding to rear garden to provide hobby / games room. Location: Willow House, Post Office Row, Long Green, Wortham Suffolk IP22 1PP - This application was discussed at length and it was proposed that the following comments be made, Proposed RT, seconded IH 2 Councillors abstained
Wortham & Burgate Parish Council do not object to the principle of a games room on this site but has the following comments:

- *We are concerned that the roof height would reduce light to adjoining properties. We consider that the roof height could be reduced by at least 1 metre and that the golf simulator size would allow this. Alternatively, the proposed structure could be repositioned to the western side of the garden.*
- *The Parish Council also proposes a condition to any planning consent that the proposed games room is purely for leisure purposes and not residential/habitation.*

9.6 To consider, discuss and agree on any comments regarding Application for larger Householder extension - DC/21/05577 Proposal: Notification for Prior Approval for a Proposed Larger Home Extension: - Rear flat roof extension on north side of property to house new kitchen and pantry Location: Willowdale, Low Road, Wortham, Suffolk IP22 1SQ - The Parish Council discussed this application and have NO COMMENT to make.

10. To receive a report from the External Auditor for the 2020/2021 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.

11. To receive an update of the Application for an Asset of community Value for The Manor House, Wortham

- The completed comments for the Asset of Community Value application had been circulated to Councillors prior to the meeting. Proposed IH, seconded CG Unanimously approved to forward the completed application to MSDC.

12. To consider, discuss and agree to access to the Sports Pavilion

- A proposal was put forward that access be made available to the Sports Pavilion for the use of toilet facilities. Various considerations were made and it was suggested that a key box be placed in a suitable position. There are a lot of considerations to be taken into account so it was agreed to take the matter back to a Playing Fields Committee meeting to be discussed further. Clerk to contact insurers for advice and arrange a Playing Field Committee meeting.

2021/PC/52.....**APPROVED**.....

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13. To consider, discuss and agree to Wortham & Burgate Parish Council acquiring the rights over Furze Way, Burgate - After much discussion, it was agreed that the Parish Council will not proceed with this at present.

14. Accounts:

14.1 Account Balances as at 19th October 2021

14.1.1	Current Account	35249.88
14.1.2	Reserves Account	64411.40
14.1.3	Commons Account	6046.59

14.2 Account Payments

14.2.1	PKF Littlejohn	External Audit	360.00
14.2.2	ABS Home Improvements	Window at Pavilion	460.00
14.2.3	T Gaddis Inv 207	Mowing Playing Field	135.00
14.2.4	C Grocott	Leaflet Holder	9.55
14.2.5	Niki Hinton	October Salary	97.50
14.2.6	Jane Wright	September Expenses	119.85
14.2.7	Jane Wright	October Salary	395.50
14.2.8	Niki Hinton	November Salary	97.50
14.2.9	Jane Wright	October Expenses	55.00
14.2.10	Jane Wright	November Salary	395.50

14.3 Direct Debit Payments

14.3.1	O2	Mobile Phone (October)	27.48
14.3.2	ICO	Data Protection Annual Fee	35.00
14.3.3	O2	Mobile Phone (November)	27.48

2021/PC/53.....APPROVED.....

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NOTE _ Last EDF Energy direct debit made in September. EON have not yet advised direct debit amount

14.4 Account Receipts

14.4.1	UK Power Networks	Wayleaves	238.75
14.4.2	MSDC	Precept	8924.99
14.4.3	MSDC	CIL	16701.83

Any additional payments/receipts received prior to the meeting: - None

It was proposed that all payments were approved en bloc - Proposed JB, Seconded IH - unanimously approved

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

15.1 Playing Field Committee - As yet there is no date for the installation of the Play Equipment. NGF Play have advised that they are awaiting good quality wood supplies to arrive and installation is likely to be in the Spring.

15.2 Commons Committee - Clerk to source quotes for the Scrub Clearance.

15.3 Finance Representative - Clerk advised that the Draft Budget for 2022/2023 will be drawn up in readiness for the December Parish Council Meeting

15.4 Employment Committee - Staff appraisals are due to take place in January 2022

15.5 Planning Committee - Nothing to report

15.6 New Village Hall Working Group - Ed Thuell, Architect has been engaged to provide a feasibility study..

15.7 PIIP Working Group - The draft PIIP has been reviewed and there are a few amendments to be made. The revised draft will be circulated to Councillors.

15.8 Platinum Jubilee Celebrations Working Group - The beacon will be lit on 2nd June 2022. Stephen Rash has kindly agreed to load the beacon. Suggestions of a town crier/bugler have been made. Enquiries ongoing to see if anyone in the villages can help.

The Queens Green Canopy - it was suggested that a Jubilee Wood be planted on the Common, but planting trees on the common is not permitted. It is noted, however, that Tree Warden David Appleton is working hard with projects along Long Green and Spiers Hill.

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

16.1 VHMC - Nothing to report

16.2 Rights of Way - Nothing to report

2021/PC/54.....APPROVED.....

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16.3 Councillors - Councillor Hovey has received an amendment to the adopted Terms of Reference. He will circulate the amendments and if there are no objections, these will be readopted 7 days after circulation.

Councillor Bradley attended the Energy Showcase held in Ipswich and found the event very interesting and worthwhile. Elmswell has been working hard with renovating the village hall, accessing grants, affordable housing etc and suggested that Councillors make contact.

It was noted that a parishioner has asked if plaques around trees on Long Green are maintained. The plaques are not the responsibility of the Parish Council.

17. Correspondence received - For information only a letter has been received from Defra regarding Nitrates.

The Clerk emailed Sharon Berry regarding the possible installation of a footbridge. The footbridge would need the approval of the landowner (The Parish Council). Clerk to follow up on suppliers of footbridges. Councillor Grocott advised that he has now cleared the current access. Councillor Cole to also make enquiries regarding footbridge suppliers.

18. To receive items for the next agenda - Access to the Sports Pavilion

19. Date and time of next meeting - Tuesday 7th December 2021 at 7.30pm at Wortham Village Hall

20. Meeting Close - 9.10pm

2021/PC/55.....APPROVED.....

Chair, Wortham & Burgate Parish Council

District Councillor's Report for Gislingham Ward: Mellis, Gislingham, Thornham, Wortham & Burgate, Wickham Skeith Parish Councils

October 2021 - Appendix 1

<p>MSDC Full Council Meeting 23/09/2021</p>	<p>A "No Casino" Policy was approved.</p> <p>The CIFCO Business Plan was approved. Active management of portfolio including a sustainability strategy.</p> <p>A comprehensive Wellbeing Strategy (to 2027) was introduced and approved unanimously with a budget of £1million pounds. This was developed through cross party workshops.</p> <p><i>"The long-term ambition and focus of this strategy is to enable families to lead active, healthy, safe and independent lives and manage their own health & wellbeing; to create sustainable places and spaces which maximise health and wellbeing opportunities and for health inequalities to be reduced. Our aim is to do everything we can to stimulate and enhance the social, economic, environmental, and cultural wellbeing of our communities and this will be achieved not only through this strategy, but by ensuring that well-being also continues to be embedded in the delivery of the strategies that support the Councils' five other strategic priorities."</i></p> <p><i>"The identities and contributions made by people, communities, and local organisations to life in our Districts will be celebrated and further encouraged and developed."</i></p> <p>Recommendations on Payment Scales for Senior Staff was withdrawn.</p> <p>Revisions of Neighbourhood Plans were approved – procedure simplified - automatically proceeding to referendum after parish and councils' modifications, and approved at cabinet rather than full council meeting.</p> <p>Motions on light pollution and inclusion of lighting control within the Biodiversity Supplementary Planning Document, and on the proposed use of ID cards at Elections – a solution without a problem, were deferred.</p> <p>Meeting closed 10.00pm.</p>
<p>MSDC Extraordinary Meeting 18/10/2021</p>	<p>The council passed the following motions:</p> <ol style="list-style-type: none"> 1. The Council recognises that light pollution is increasing and that it causes harm to wildlife and insects and can increase health risks in people. The Council therefore will seek to reduce the intensity and extent of outdoor lighting within its own public realm and housing assets and other lighting schemes where it has influence, to the extent practical. The Council will also include guidance in its Biodiversity Supplementary Planning Document to protect and enhance dark skies for the benefit of wildlife and human health and well-being. Proposer: Cllr Dr Daniel Pratt. Seconder: Cllr Jessica Fleming 2. This Council Resolves: To oppose the introduction of photo ID as a requirement to vote at polling stations. To request the Leader to write to the relevant minister indicating this opposition and the reasons why and requesting this measure should be excluded from the Elections Bill. Should mandatory photo ID be passed into law, this council will investigate low-cost and no-cost options for residents, bearing in mind the barriers outlined and focus efforts to promote the ID to those who are most likely to need it. Proposer: Cllr Andrew Mellen. Seconder: Cllr Keith Scarff

<p>Platinum Jubilee 2022</p>	<p>I have enquired about any funding available for events to celebrate the Queen’s Jubilee next year. At present MSDC have no plans to create a special fund however I am able to fund projects from my Locality Fund Next Year.</p> <p>So, I am provisionally offering a grant of £250 towards a community event in each Parish. Forms would have to be filled in in the usual way and the event would have to meet the usual criteria regarding access for the larger community and not specific religious or political events.</p>
<p>Locality Awards</p>	<p>New grants available now for 2021/22.</p> <p>Open to groups with projects that provide a clear and tangible benefit to the community. Full information available using the link or contact me to discuss your project.</p> <p>https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-2021-22/</p>
<p>Response expected next Full Council Meeting 25th Nov.</p> <p>All party workshops: These are the proposals put forward by the Green and Liberal Democrat Group – no responses have been received.</p>	<ol style="list-style-type: none"> 1. £1m should be directed to exemplar zero-carbon housing projects, in particular selecting those that can be delivered within a 2-year timeframe using innovative techniques. We also propose that a set of Suffolk specific designs and specifications be drawn up and used for these developments, and then made open-source for small-scale developers and self-builders to use. The intention is that more housing will be delivered at social rents. 2. Up to £1m should be used to improve the delivery of our planning services, to strengthen and train the staff team, and make the department the best in the region. In particular the role of planning enforcement should be enhanced, so that conditions imposed on developers are followed up and implemented in full, thus moving enforcement into a positive, proactive role alongside its current reactive function. 3. £1m to be retained for future response to the Covid pandemic as needs arise over the next couple of years.

	<p><u>Notes from Workshop: Support for Decarbonisation in Local Parishes</u></p> <p><i>Chaired by Alex Templeton from Eastern New Energy</i></p> <p>Eastern New Energy (ENE) working in partnership with NALC and SALC to assist organisations including parish councils to decarbonise.</p> <p>Parishes in the meeting agreed that parish councils can play a large role as a catalyst for emissions reductions, however some barriers:</p> <ul style="list-style-type: none"> · Parishes often struggle with large solar and housing developers · Parishes often feel there is a disconnect between themselves, the County and District Councils, and other Parish Councils
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<p>Local Energy Showcase</p> <p>21st/22nd October</p>	<p>ish Councils may feel they lack the data and information needed to make plans</p> <ul style="list-style-type: none"> · Finance is required to fund new community assets or renew or adapt existing local infrastructure. (PWLB) <p>ENE can provide advice and help with discreet projects. Parish Councils would need to form a social enterprise or charity in which ENE can legally engage. The organisation would be eligible for assistance on behalf of the parish.</p> <p>ENE can assist with:</p> <ul style="list-style-type: none"> · Preparing 'net zero' implementation schemes · Technical feasibility studies and parish surveys · Grants and funding schemes · Local energy production development, retrofit and insulation schemes <p>For more information on ENE please see - https://www.uel.ac.uk/our-research/research-school-architecture-computing-engineering/sustainability-research-institute-sri/eastern-new-energy-project</p> <p>(MSDC has let a contract for the construction of a solar carport in the Stowmarket Leisure Centre car park; works are expected to begin shortly and be complete by spring 2022. More than half of the cost is being met from the Government's Getting Building Fund).</p>
<p>New NPPF</p>	<p>The revised National Planning Policy Framework sets out government's planning policies for England and how these are expected to be applied.</p> <p>This was updated 20th July 2021. A link: https://www.gov.uk/government/publications/national-planning-policy-framework--2</p>