

# Worham & Burgate Parish Council

Minutes of the Parish Council Meeting of Worham & Burgate Parish Council held on Tuesday 11th January 2022 at Worham Village Hall at 7.30pm

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

Councillors absent: Carl Baker

In attendance: 1 member of the public and Jane Wright (Clerk)

**1. To consider accepting apologies for absence -**

Apologies were received from Councillor Fleming and Councillor Warboys.

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

2.1 December Parish Council Meeting - Proposed IH, seconded CW - Unanimously 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 for public participation - 7.33pm**

5.1 To receive residents' questions or comments - A representative from Howards Nurseries raised his increasing concerns about speed on A143. Tractors turning into the nurseries are being dangerously overtaken and an accident had occurred involving an employee. It was suggested by Councillors to move the SID to the far end of the village as an interim measure.

The Clerk had spoken to Stefan Henrikson, Community Engagement officer prior to the meeting and he reiterated that speeding on A143 is a persistent problem. The A143 is classed as a Red Zone, but unfortunately resources are an issue. The Parish Council will continue to keep the police informed, speed data is downloaded monthly, but sadly there is no 'quick fix'.

The possibility of purchasing a second SID device. Also mentioned were the signs placed in Roydon informing drivers that it is a Residential Area. Clerk to make enquiries about a second SID and to contact Jessica Fleming regarding the Residential Area signs.

5.2 To receive reports from District & County Councillors - Councillor's Fleming and Warboys sent their reports which were circulated to Councillors prior to the meeting. See Appendix 1 & 2.

**6. To reconvene the meeting - 7.50pm**

**7. To receive the Chairman's report -** Councillor Cole had nothing to report.

**8. To receive the Clerk's report & o/s actions from the last meeting (For information only) -** The application to nominate The Manor House as an Asset of Community Value has been approved. 2 new litter bins have now been received as part of the Welcome Back Fund. These have been installed at the Sports Pavilion and Worham Primary School. A total of 18 litter pickers, hi-viz and rubbish bags were also received.

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

9.1 To receive an update on Oak Trees, Burgate - Clerk contacted MSDC, but no reply has yet been received.

9.2 To receive an update on application for planning permission - DC/21/06123  
Householder application - New balcony to existing first floor studio to outbuilding  
Hegelians Barn, Little Green, Burgate, Suffolk IP22 1QQ - GRANTED

2022/PC/60.....APPROVED.....  
Chair, Worham & Burgate Parish Council

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9.3 To consider, discuss and agree to comments for Application for planning permission - DC/21/06787 Proposal: Full Planning Application - Use of land for the siting of 4no. 'Off-Grid' Holiday Units and Erection of replacement Stores/Housekeeping building; Installation of PV Panels, Upgrading of existing Access and Track; New low-impact Parking Area and Foul Drainage (re-submission of DC/20/05763). Location: Land At, Ling Road, Palgrave, Suffolk - This application is a re-submission of an application that the Parish Council previously objected to. Only minor changes have been made and therefore the Parish Council continues to OBJECT to this application Proposed SW, seconded CW - unanimously agreed.

9.4 To consider, discuss and agree to comments for Application for prior approval - Enlargement of dwelling by construction of additional storeys - DC/22/00072 Proposal: Application for prior approval of a proposed: Enlargement of a dwellinghouse by construction of additional storeys. Town and Country Planning (General Permitted Development)(England) Order 2015 (as amended) - Schedule 2, Part 1, Class AA - Erection of a first floor extension. (Max height 8.4metres) Location: Willowdale, Low Road, Wortham, Suffolk IP22 1SQ - The application was discussed and it was agreed that the Parish Council SUPPORTS this application. Proposed SW, seconded RT -unanimously agreed

- 10. To consider, discuss and agree to adopt the Budget for 2022/2023** - It was unanimously agreed to adopt the Budget for 2022/2023 Proposed CW, seconded JB
- 11. To consider, discuss and agree the Precept for 2022 and complete the Precept Upon Charging Authority form** - The precept of £18,400 was agreed and the Precept Upon Charging was duly signed by Councillor Cole and Clerk, Jane Wright. - Proposed SW, seconded JP unanimously agreed.
- 12. To consider, discuss and agree on the renewal of SALC Subscription for 2022/23** - It was agreed to renew the SALC Subscription for 2022/2023. Proposed SW, seconded TW 1 abstention.
- 13. To consider and discuss any Donations to be given by the Parish Council** - A request had been received from The Community Bus Project for a donation. After a brief explanation by Councillor Grocott of the work that bus provides it was agreed to donate £200 to this project. Proposed CG, seconded DL unanimously agreed.
- 14. To receive an update on Speeding on the A143 and Mellis Road** - See item 5.1  
The clerk contacted both Yaxley and Mellis Parish Councils regarding the increase in HGV's since the upgrading of the A140. This is an issue that both these Parish Councils are currently discussing and they will keep the Wortham & Burgate Parish Council updated on any developments.
- 15. Accounts:**

**15.1 Account Balances as at 03.01.2022**

15.1.1.	Current Account	20405.57
15.1.2.	Reserves Account	79445.52
15.1.3	Commons Account	6046.74

**2022/PC/61.....APPROVED.....**  
**Chair, Wortham & Burgate Parish Council**

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## 15.2 Account Payments

15.2.1	Burgate PCC	Churchyard S137	400.00
15.2.2	Wortham PCC	Churchyard S137	400.00
15.2.3	Niki Hinton	January Salary	97.50
15.2.4	Jane Wright	December Expenses	85.69
15.2.5	Jane Wright	January Salary	395.50

## 15.3 Direct Debit Payments

15.3.1	O2	Mobile Phone	27.48
15.3.2	Eon Next	Sports Pavilion	329.86

## 15.4 Account Receipts

15.4.1	Defra	Rural Payments Agency	2381.00
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Proposed JB, seconded SW that all payments be approved en bloc - unanimously agreed

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

16.1 Playing Field Committee - The installation of the new play equipment should begin in February (weather permitting). The clerk contacted the internal auditor regarding the Parish Council purchasing floodlights on behalf of WLTC. Unfortunately this is not possible, as the floodlights would have to be a Parish Council asset in order to reclaim VAT. Clerk to contact WLTC

16.2 Commons Committee - Various options have been considered regarding the crossing from the Common to the Playing Field. Councillor Thornton contacted the Environment Agency for advice regarding the size of pipe etc. Another suggestion was that a drainage consultant review the work required, but this would cost in the region of £600 plus VAT. After a lengthy discussion it was agreed that quotes be sought. Councillor Williams to be the contact for contractors to visit the site.

16.3 Finance Representative - Nothing to report

16.4 Employment Committee - Staff reviews to be carried out in January. The vacancy for Parish Clerk has been advertised and to date one response has been received.

16.5 Planning Committee - None

16.6 New Village Hall Working Group - Nothing to report. Still awaiting feasibility study to be carried out.

2022/PC/62.....APPROVED.....  
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16.7 PIIP Working Group - It was agreed to approve and adopt the Parish Infrastructure Investment Plan. Proposed IH, seconded SW 1 Councillor abstained. Clerk to forward to Mid Suffolk District Council.

16.8 Platinum Jubilee Celebrations Working Group - The beacon is to be lit at 9.45pm on the day of the celebration. An open-air cinema was suggested. A meeting of the working group if to be arranged to discuss further.

16.9 Post Office Track Working Group - The working group met with Peter and Chris from Worham Post Office Stores. More discussions are needed so this will be deferred to the next meeting.

16.10 Worham Primary School Parking - Specifications need to be agreed by the Parish Council before tenders can be organised. Further options need to be considered and a site meeting was suggested. Funding and residents issues need to be resolved, along with Section 38 approval. The All Saints School Trust may also need to be consulted. Specification to be forwarded to all Councillors.

## **17. To receive and discuss items / reports from Committees, Groups and Councillors:**

17.1 VHMC – Nothing to report

17.2 Rights of Way – Nothing to report

17.3 Councillors: - Sadly Mike Erith, a former member of the Parish Council passed away recently. Our condolences are to be sent to the family.

Councillor White advised that the residents along the Post Office Cottage track have been carrying out repair work at their own expense and the track is much improved.

**18. Correspondence Received** - An email has been received to advise that the Dog and Litter Bin emptying charges are to remain the same for the forthcoming financial year.

**19. To receive items for the next agenda** - Update on a further SID, Speeding on A143.

**20. Date and time of next meeting** - Tuesday 22nd February 2022 at 7.30pm at Worham Village Hall  
**Meeting Close** - 9.08pm

2022/PC/63.....APPROVED.....

Chair, Worham & Burgate Parish Council

District Councillor's Report for Gislingham Ward: Mellis, Gislingham, Thronham, Wortham & Burgate,  
Wickham Skeith Parish Council's - Appendix 1

December 2021

<p><b>A Peer Review of Mid Suffolk's Planning Committee processes</b></p>	<p>Supported by the Local Government Association (LGA) and the Planning Advisory Service (PAS). The review was undertaken w/c 22<sup>nd</sup> Nov , with virtual sessions on Monday 22<sup>nd</sup> and Friday 26<sup>th</sup> as well as in person sessions on Wednesday 24<sup>th</sup>.</p> <p>The Review covered:</p> <ul style="list-style-type: none"> <li>• robust and defensible decision making</li> <li>• call-in and delegation procedures;</li> <li>• quality of reports;</li> <li>• quality of debate;</li> <li>• levels of engagement;</li> <li>• openness &amp; transparency; and</li> <li>• overall efficiency and effectiveness.</li> </ul> <p>Provisional Feedback: Hybrid meetings to be considered as a matter of urgency, only voting members of the committee and chair need to be present in person to satisfy legal requirements, members of the public, officers and consultants could be present virtually. Documentation needs to be better structured, particularly when containing a series of responses to a particular issue. Members should avoid excessive and aggressive questioning in favour of robust and reasonable questioning, development committees are not simply there to ensure decisions are made correctly.</p>												
<p><b>Neighbourhood Plans</b></p>	<p>I thought it would be helpful to provide you with an update on the status of a number of neighbourhood plans which are pending referendum. Several plans were approved for progression to referendum by the Cabinet, or under delegation, back in the summer, however these were subject to further changes being made. We now have received notification most of these amendments have now been made and the referendum can take place as detailed in the table below:</p> <table border="1" data-bbox="352 1149 1505 1590"> <thead> <tr> <th>Area</th> <th>Link to relevant (Reg' 18) Decision Statement</th> <th>Proposed Referendum Date</th> </tr> </thead> <tbody> <tr> <td>Laxfield</td> <td><a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Laxfield-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Laxfield-NP-R18-Statement.pdf</a></td> <td></td> </tr> <tr> <td>Needham Market</td> <td><a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/N-Market-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/N-Market-NP-R18-Statement.pdf</a></td> <td>24 February</td> </tr> <tr> <td>Thorndon</td> <td><a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Thorndon-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Thorndon-NP-R18-Statement.pdf</a></td> <td>24 February</td> </tr> </tbody> </table>	Area	Link to relevant (Reg' 18) Decision Statement	Proposed Referendum Date	Laxfield	<a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Laxfield-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Laxfield-NP-R18-Statement.pdf</a>		Needham Market	<a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/N-Market-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/N-Market-NP-R18-Statement.pdf</a>	24 February	Thorndon	<a href="https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Thorndon-NP-R18-Statement.pdf">https://www.midsuffolk.gov.uk/assets/Neighbourhood-Planning/Thorndon-NP-R18-Statement.pdf</a>	24 February
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<p><b>Suffolk Climate Change Partnership (Cllr Andy Drummond)</b></p>	<p>Low Carbon Homes Conference: 28% of Suffolk's carbon emissions are from homes (2019), Commitment to carbon neutral Suffolk by 2030, Vision for Suffolk to be exemplar – county with greatest reductions in carbon emissions, Emissions LAs have control over is 2-5% but have wider influence over about one third.</p> <p>Priorities:</p> <ol style="list-style-type: none"> <li>1. Transition to low carbon heat supply for homes</li> <li>2. Improve energy efficiency for homes</li> <li>3. Encourage behaviour change amongst householders</li> </ol>												

Public Realm - housing	<ul style="list-style-type: none"> <li>• Ian Sparkes – Building Services Manager: Data gathering to improve service, 80% of housing stock covered so far with regard to condition, also van stock and repair status. Working with the Energy Saving trust to bring houses up to EPC standard “D” or above. At the moment 8% of stock – 480 houses is below “D”. The ambition is to “make every property the best it can be.”</li> <li>• Harleston Corner – is progressing and we’re currently getting a tender drawn up for works to six bungalows – which will provide an exemplar approach to retrofit but also allow us to learn from the project as to which measures/improvements have a more positive impact on the home and the occupant.</li> <li>• Across both Councils we have committed this year £3,520,000 on energy reduction improvements and £2,400,000 on heating upgrades including Air Source Heat Pumps.</li> <li>• Cabinet agreed this week the additional investment in environmental improvements to a future housing site and investment in staff and loans/grants to tackle the energy efficiency of our private rented accommodation.</li> </ul>
Sub station Yaxley	<p><a href="#">Burns &amp; McDonnell wins £14m National Grid substations contract - PBC Today</a>  PBC Today  ... awarded Burns &amp; McDonnell £14m <b>substations</b> contract for the design, supply, and installation of a 400-kV GIS <b>substation</b> in <b>Yaxley</b>, Suffolk</p>
Full Council Meeting 25 <sup>th</sup> Nov.	<p>This meeting was cancelled.  <i>“I appreciate that some Councillors will be disappointed, especially having spent time crafting motions and questions, that this meeting does not go ahead. They will also understandably question the impact on democracy of not holding this meeting. Similarly others will not be happy being called to a meeting where this is no substantive item of business (especially during these heightened covid times). They may argue there is no democratic impact as we recently held an extra meeting. .... On balance though, I have decided, in consultation with the Chairman of the Council, not to call this November Council meeting but instead carry over the motions to the Council meeting in January 2022. I will discuss with the Chairman re-ordering the agenda for January so that these 2 motions are dealt with early on the agenda. I will also arrange for the questions to be answered now, but Councillors can of course repose the questions again for the January meeting if they specifically want their questions put in a public meeting.”</i>  Arthur Charvonia</p>
MSDC Finances	<p>There have been allocations of £5.1 million made from reserves to cover investments in council services as identified through cross party workshops and after opposition pressure to use the reserves. Despite this and the impact of Covid there will be a surplus of £2+million for the next three years. Reduced income from government changes to business rates will be largely funded by the government, the council’s own support for rural businesses including post offices and petrol stations is ongoing. This is going to be reviewed to identify how this could be expanded to include other types of business and perhaps “start-ups.”</p> <p>Rates: Local Council Tax, forecasting a surplus, collections are not quite back to pre-covid levels but improving. The tax base has increased due to new homes, forecasting an increase of 4.6% for 22/23. There may be a small increase next year. An important source of income has been the New Homes Bonus which has reduced in value since the government declared a moratorium – there is no news from the government with respect to any replacement.</p> <p>Negative impacts: increases in National insurance and National Living Wage increase, in creased cost of materials. National Waste Strategy to be announced next year. Lower income from car parks likely to be permanent.</p>

Future plans: more automation of high volume services, eg Garden Waste Collection, Govt. money put aside to invest in the planning system.

Both councils have underspent and there are changes being made to the budget process to ensure that budget constraints are not leading to underachievement by departments being too cautious, (an ongoing criticism by the opposition parties). Focus on staffing needs in relation to managing work loads.

Time Scale: Budget will be presented to the Cabinet Feb 2022, (no draft budget in January)

Outstanding issues: Council homes lost through "Right to Buy," not being replaced quick enough, there is now a backlog of 260 dwellings to make up.

MSDC Councillor Rowland Warboys rowland.warboys@midsuffolk.gov.uk Tel. 01379 783412 Mobile: 07484 186121

## County Councillor Report - Appendix 2



January 2022

### Wortham & Burgate Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

[Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 Twitter: @jesstfleming

**Budget Progress** - Suffolk County Council has outlined how it plans to focus resources in 2022/23.

- More money to support children with special educational needs and disabilities (SEND)
- Extra resources for adults in need of care
- Additional funds to prevent flooding and fix footpaths

Under the proposals, the 2022-23 budget would rise by 4.5% (from £598.2 to £625.4m). The additional money would come from a 2.99% increase in Council Tax (including 1% dedicated social care precept), and an increase in grants received from the Government. The proposals were considered at the January scrutiny meeting and will go to cabinet and full council in February.

**Police & Crime Levy** – The PCC Tim Passmore is requesting support to raise the policing element of the council precept by £10 a year (Band D property) to fund major improvements to the contact and control service (101). A survey is open to assess public opinion on the precept which closes on 27<sup>th</sup> January:

<https://www.surveymonkey.co.uk/r/SuffolkPolicingPreceptSurvey2022-2>

**Footpaths & Drainage** -Due to increasing maintenance demand £10 million will be committed to improving drainage and a further £10 million to improve footpath quality and access. Suffolk Highways will use the drainage investment alongside funding from DfT to help resolve local flooding.

**The Hold, Ipswich wins Award** - the new archives and heritage centre on Ipswich Waterfront, won a prestigious national architecture and building award for the public sector. SPACES, the Society for Public Architecture, Construction, Engineering and Surveying, named The Hold as the winner in the Community Category at their online award ceremony on 8<sup>th</sup> December.

**LED Street Light Replacement** - On December 17<sup>th</sup> Suffolk's LED replacement programme has reached 10,000 LEDs. Bouygues Energies & Services, the lead contractor will replace all 43,400 streetlights in the County. These lanterns use less energy than the traditional streetlights. The project is due to complete by the end of 2022 and extends to Parishes and District Councils

Please note that there are now licensing and testing requirements for any apparatus to be hung from a street lamp, current details are on the Suffolk County Council website: [Attachments to street lighting columns or electrical installations on or over the highway licence | Suffolk County Council](#)

**Covid Vaccination and Booster Service** – Information about the Suffolk and NE Essex services for Covid vaccinations and boosters can be found on: <https://sneevaccine.org.uk/> Walk in clinics offering the booster are listed on the web site, or contact the Patient Helpline - [0344 257 3961](tel:03442573961)