

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
held on Tuesday 15th October 2024 in Wortham Pavilion at 7.30pm

Councillors present: Jacky Bradley, Nick Castle, Jenny Piper, Esta Piper, Susan Wright, Liz Leeds, Carl Baker, Alain Judd, Stephen Beckett-Doyle, Chris Williams

In attendance: None

1. Chair's Welcome and to consider and approve apologies for absence

Cllr Bradley welcomed everyone to the meeting and noted apologies received from the Clerk. Cllr Castle kindly agreed to minute the meeting.

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

2.1 Parish Council Meeting held on 17th September 2024 – approval proposed by Cllr Bradley, seconded by Cllr J. Piper and approved unanimously with 2 abstentions (cllrs who were not present at the meeting).

2.2 Commons Committee Meeting held on 15th August 2024 - approval proposed by Cllr Bradley, seconded by Cllr J. Piper and approved unanimously with 6 abstentions (cllrs who were not present at the meeting).

2.3 Playing Field Committee Meeting held on 17th September 2024 - approval proposed by Cllr Baker, seconded by Cllr Castle and approved unanimously with 6 abstentions (cllrs who were not present at the meeting).

2.4 Playing Field Committee Meeting held on 23rd September 2024 - approval proposed by Cllr Baker, seconded by Cllr Castle and approved unanimously with 6 abstentions (cllrs who were not present at the meeting).

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 -

5.1 To receive residents' questions or comments – No members of the public present.

5.2 To receive reports from District & County Councillors –

DC Cllr Warboy's report can be found at the end of the minutes; Appendix 1.

CC Cllr Fleming's report can be found at the end of the minutes; Appendix 2.

6. To reconvene the meeting –

7. To receive the Chair's report – Cllr Bradley asked councillors to consider whether they are aware of anyone who may wish to be considered for the co-option vacancies.

8. To receive the Clerk's report & o/s actions from the last meeting (For information only) – update on new locks for the pavilion, and proposed 2025 meeting dates which are included as agenda items.

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9. To consider and agree 2025 full council meeting dates

January	21 st	Wortham Village Hall
February	No meeting	-
March	18 th	Wortham Village Hall
April (PC meeting & Annual Parish meeting)	22 nd	Wortham Village Hall
May (Annual PC meeting)	20 th	Wortham Village Hall
June	17 th	Burgate Church Hall
July	22 nd	Burgate Church Hall
August	No meeting	-
September	15 th	Burgate Church Hall
October	14 th	Wortham Village Hall
November	25 th	Wortham Village Hall
December	No meeting	-

Meeting dates above proposed by Cllr Williams, seconded Cllr J Piper and approved unanimously.

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

10.1 To consider - DC/24/04449 – Application under S73a for removal or variation of a condition following grant of Planning Permission DC/18/01083 dated 07/07/2018 Town & County Planning Act 1990 (As amended conversion of outbuilding and erection of extension to create annexed accommodation. To vary Condition 4 (Occupation Restriction) See attached planning statement – to allow use of the residential annexe as a holiday let when not required as an annexe. New Waters Farm, Bury Road, Wortham, Diss, Suffolk, IP22 1QH.

No objection to this application – approved unanimously.

ACTION – Clerk to advice MSDC Planning Department as above.

10.2 To consider – DC/24/04294 – Application for Reserved Matters following outline approval of DC/23/01538 Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended). Submission of details for Appearance, Layout and Landscaping for the erection of 1No. agricultural workers dwelling. Land East of Gibsons Farm, Furze Way, Burgate, IP22 1QG.

Planning Committee to review this application further.

10.3 To receive an update - DC/23/05426 – Cross Boundary Application – Installation of a solar farm comprising: ground mounted fixed tilt bifacial solar panels: access tracks; string inverters; transformers; electrical connection compound, storage containers; underground cables and conduits; perimeter fence; temporary construction compound and associated infrastructure and planting scheme. (EIA Development). Land North Of, Lion Road, Palgrave, Part in The Parishes of Wortham and Diss – **No update.**

10.4 To receive an update on Oak Trees Burgate – No update.

11. Common Land outside Wortham Primary School; school parking and access track

Working Party still to meet. Cllr Wright suggested the PC agree their aims prior to the first meeting of the WP. After discussing Cllr Wright proposed the PC looks at resurfacing the track in front of the school, round the area of common land, and creating a safe drop off area for pupils. Seconded by Cllr E. Piper, and approved unanimously.

12. Village Maintenance update, including approval of quotations:

All quotations were shared with councillors for full consideration before approval.

- To clear path from School House to Mellis Road – approval of quotation received from Magpie Tree and Fencing proposed by Cllr J. Piper, seconded by Cllr Wright, and approved unanimously with 1 abstention.
- Further clearance to area outside the School Arches - approval of quotation received from Magpie Tree and Fencing proposed by Cllr J. Piper, seconded by Cllr Wright, and approved unanimously with 1 abstention.
- To repair damaged flintwork around the village sign – approval proposed by Cllr Wright, seconded by Cllr Bradley and approved unanimously.

Cllr Warboys said that there is still funding available from MSDC’s Pride in your Place grant, possibly up to £400.00. Clerk to investigate.

Cllr Wright reported that the bus shelters are the next maintenance item to be looked at. The brick ones on the A143 need work, and there was a discussion regarding the wooden one on the Mellis Road. It looks like this one is no longer used so the best action may be to remove it.

13. Redevelopment of the Pavilion Working Group update

Cllr Castle reported that the architect is still working a proposal. He would like sight of the original plans which do not appear to be held within the PC’s archives. Cllr Castle will ask the Clerk to see if MSDC have copies.

14. Approval of quotation to replace pavilion door locks

Quotations were obtained by the Clerk and shared with councillors prior to the meeting. Option 1 includes replacement of 5 locks to 3-star British standard with 3 keys supplied per lock, and a security card in order for further copies of the keys to be made. Option 2 is for 5 locks to 1-star British standard with 3 keys supplied per lock. This option does not come with a security card, so copies of the keys could be made without the PC’s knowledge and permission.

Approval of the option 1 to include the security card proposed by Cllr Williams, seconded by Cllr Baker and approved unanimously.

ACTION – Clerk to arrange for locks to be replaced.

15. Accounts:

15.1 Account Balances as of 12th September 2024

15.1.1	Current Account	£52,282.07
15.1.2	Reserves Account	£74,008.86
15.1.3	Commons Account	£10,055.51

15.2 Account Payments

15.2.1	Jane Challis	October salary	511.05
15.2.2	HMRC	October NIC payment	127.77
15.2.3	Niki Hinton	October salary	111.54
15.2.4	Safe & Sound inv. 10428	Mole control September	60.00
15.2.5	Burgate Church Hall inv. 24/16	PC Meeting September	20.00
15.2.6	Top Garden Services inv. 2528	Grass cutting August	216.00
15.2.7	Top Garden Services inv. 2529	Grass cutting September	216.00

15.3 Direct Debit Payments

15.3.1	HSBC	Bank charges	8.00
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Approval of all payments en bloc was proposed by Cllr Wright; seconded by Cllr J. Piper, and approved unanimously. Note to the Clerk to ensure all standing orders and direct debits are minuted.

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

16.1 Playing Field Committee – Cllr Warboys mentioned that potential funding for community projects from District CIL could be considered for work to bring the football pitch up to standard. A lot of money has been allocated to projects in Stowmarket for leisure and outdoor spaces. He would support the Clerk with an application for the May 2025 bid window.

16.2 Commons Committee – Cllr Bradley reported that the topping of the common will be finished shortly.

16.3 Finance Representative – Cllr Wright needs to review latest accounts.

16.4 Employment Committee – annual reviews due in the new year.

16.5 Planning Committee – item 10.2, planning application DC/24/04294, to be reviewed further.

16.6 New Village Hall Working Group – nothing further to report.

16.7 Village Maintenance Committee – nothing further to report.

16.8 VHMC – nothing to report, the committee is still working on all the items which were previously dealt with by Mr Burgess, who has had to step back.

16.9 Rights of Way – Cllr Leeds said she is still waiting for the up to date AROW maps.

16.10 Councillors – Cllr Leeds reported that the school sign is currently obscured by the hedge. Cllr Beckett-Doyle said reinstatement of the ditch along Long Green is still outstanding.

17. Correspondence Received – all covered on the agenda.

18. To receive items for the next agenda – reinstatement of the ditch along Long Green.

19. The next meeting will be held on 26th November 2024, at 7:30pm in Wortham Village Hall.

Meeting Close – 9:00pm

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