

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
held on Tuesday 17th September 2024 in Burgate Church Hall at 7.30pm

Councillors present: Jacky Bradley, Nick Castle, Jenny Piper, Liz Leeds, Carl Baker, Alain Judd.
In attendance: J. Challis – Parish Clerk, Simon Furlong - Chair of the Governors Wortham Primary School, Penelope Lucas - Vice Chair of the Governors Wortham Primary School, Harry Green Palgrave Wanderers Football club, 2 members of the public

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

Cllr Bradley welcomed everyone to the meeting and apologies received from Cllr Wright and Cllr E. Piper were approved unanimously.

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

2.1 Parish Council Meeting held on 23rd July 2024 – Approved unanimously.

2.2 Commons Committee Meeting held on 15th August 2024 – deferred.

3. To record declarations of Interest from members in any item to be discussed – Cllr Baker declared a pecuniary interest against agenda item 13, his business having provided a quotation for the work.

4. To consider dispensations from members in any item to be discussed – It was agreed unanimously for Cllr Baker to stay for agenda item 13, but refrain from voting.

5. To adjourn the meeting for public participation - 7:36pm

5.1 To receive residents' questions or comments – Harry Green introduced himself, and explained that Palgrave Wanderers Football Club would like to start using Wortham football pitch again for the 2025/26 season. He has already looked into a grant application to the FA to help improve the playing surface. Councillors indicated their support, and it was agreed to call a Playing Field Committee meeting to consider the proposal further.

Cllr Bradley thanked Harry Green who then left the meeting at 7:51pm.

The two members of the public were present having expressed an interest in joining the Parish Council.

Cllr Bradley proposed moving to agenda item 9. Approved unanimously.

(9. New Parish Councillor co-option)

One of the members of the public said they did not wish to apply for the co-option at the moment, and would rather take more time to consider it.

The second member of the public introduced themselves as Stephen Beckett-Doyle, and was invited by Cllr Bradley to explain why they would like to join the council.

Cllr Castle proposed Stephen Beckett-Doyle be co-opted as a Wortham Parish Councillor.

Seconded by Cllr Leeds, and approved unanimously.

Cllr Bradley invited Cllr Beckett-Doyle to join councillors, and he signed a Declaration of Acceptance of Office, witnessed by the Clerk.

ACTION – Clerk to arrange for Cllr Beckett-Doyle to complete register of interests.

Cllr Bradley proposed moving to agenda item 12. Approved unanimously.

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(12. Common Land outside Wortham Primary School; school parking and access track)
Simon Furlong and Penny Lucas introduced themselves, with Simon Furlong explaining he has taken over as Chair of the Governors from Chris Simon. Simon Furlong said he is keen to move forwards towards a solution, and suggests a working group would be the best way to do so. He said further that he believes it is a balance of safeguarding and protecting the environment, and wants the school to be more involved within the community.

After discussing, councillors agreed to form a joint working group. Simon Furlong suggested Joshua White from SCC Highways be invited to chair the group.

Cllr Bradley thanked Simon Furlong and Penelope Lucas who then left the meeting at 8:18pm.

ACTION – Clerk to speak to Joshua White as above.

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 – 8:19pm

7. To receive the Chairman’s report – Cllr Bradley said that the new Priest in Charge, Helen Louise Grover, will be inaugurated on 19th September 2024, and asked if anyone is able to attend and represent the Parish Council. Cllr Bradley is unfortunately unavailable. Cllr Castle confirmed he will be attending.

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

- National Grid Norwich to Tilbury: The final response approved at the 23rd July meeting, was submitted prior to the deadline.
- Up to date area rights of way maps have been sent to Cllr Williams and Cllr Leeds. The Clerk will cross reference them against SCC’s cutting list.
- Highways report no. 418115 blocked drain on Willow Corner: still trying to resolve.
- A request has been sent to MSDC for their Arboricultural Officer to conduct an assessment of the dead willow tree on the A143.
- The Business Development Manager for Star Inns has confirmed that the grounds in front and behind of the Manor House are on their works list. He is aware of the poor state they are in, and the detrimental effect on the village and the Manor House itself.
- Chloe Anderson, MSDC Senior Planning Enforcement Officer has conducted a site visit regarding the possible illegal development on land opposite Hill Farm House, Mellis Road, Burgate. She confirms that no planning permission has been granted and therefore a technical breach has occurred. However, the work undertaken so far is minimal, and so she does not consider it expedient for MSDC to pursue. Further to this, a complaint has been received from a nearby resident, regarding a man inspecting this area of road, who advised he was doing so on behalf of the Parish Council. The Parish Council has not arrange for any of its members to inspect this road, and does not know who it could have been. The complaint has been forwarded to MSDC to see if they arranged for anyone other than Chloe Anderson to conduct a site visit.
- Wortham Post Office and Shop has advised that there was a burst water main outside their premises, which has been repaired and covered over. Cllr Baker said he will have a look to see if this is on land owned by the Parish Council.

8:30pm Cllr Judd left the meeting.

9. New Parish Councillor Co-Option

As above.

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10. To consider, and agree 2025 full council meeting dates – deferred.

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

11.1 To consider further information - 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.

Councillors agreed unanimously that they reiterate their previous objection, and have no new comments to make.

ACTION – Clerk to advise MSDC Planning Department as above.

11.2 To receive an update – DC/24/02569 – Householder Application – erection of single storey extension (following removal of conservatory). Brook Cottage, Mellis Road, Wortham, IP22 1PY – GRANTED.

11.3 To receive an update - DC/24/02570 – Application for listed building consent – erection of single storey extension (following removal of conservatory). Brook Cottage, Mellis Road, Wortham, IP22 1PY – GRANTED.

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

11.5 To receive an update – DC/24/00496 – Planning Application – Use of land for stationing 23no. holiday lodges and 1no. lodge for site manager (resubmission of DC/21/05477). Honey Pot Farm Caravan Park, Bury Road, Wortham, IP22 1PW – REFUSED.

12. Common Land outside Wortham Primary School; school parking and access track
As above.

13. Village Maintenance Working Group, including of clearing work.

Cllr Wright shared quotations for work to clear the ground in front of the school arches with councillors, prior to the meeting. Cllr Castle proposed approval of the quotation received from Magpie Trees and Fencing for £500.00 plus VAT. Seconded by Cllr J Piper, and approved unanimously with 2 abstentions (Cllr Baker having declared a pecuniary interest, and Cllr Beckett-Doyle who had not had sight of the quotations).

Cllr Wright also shared quotations to repair the flintwork around the village sign. This will be included on the next agenda.

It was agreed unanimously to make the working group a committee, to provide designated authority to make decisions, including financial, rather than being an advisory group.

ACTION – Clerk to create terms of reference for new Village Maintenance Committee.

14. Redevelopment of the Pavilion Working Group update

Cllr Castle is waiting for an update from the architect.

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

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15.2 Account Payments

15.2.1	Jane Challis	September Salary	511.05
15.2.2	HMRC	September NIC payment	127.77
15.2.3	Niki Hinton	September Salary	111.54
15.2.4	Safe & Sound 10335	Mole control August	60.00
15.2.5	Safe & Sound 10257	Mole control July	60.00
15.2.6	Burgate Church Hall 24/15	PC Meeting July 2024	20.00
15.2.7	Top Garden Services inv. 2405	Grass cutting July	324.00
15.2.8	Top Garden Services inv. 2404	Grass cutting June	216.00
15.2.9	Top Garden Services inv. 2403	Grass cutting May	216.00
15.2.10	Top Garden Services inv. 2402	Grass cutting April	216.00
15.2.11	Wortham PCC	James Brown Electrical – PC's share of PAT testing invoice	20.00
15.2.12	Firesite inv. 25768	Fire safety testing – pavilion	182.40
15.2.13	Rufus Bradley inv. 513	Topping of the common	480.00

15.3 Direct Debit Payments

15.3.1	HSBC	Bank charges	8.00
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Additional payments:

15.2.14	Jane Challis	Mileage expenses July – September, and notebooks	48.06
15.2.15	Magpie Trees & Fencing	Clearance work – in front of old school arches	600.00

Approval of all payments en bloc was proposed by Cllr J. Piper; seconded by Cllr Castle, and approved unanimously with 1 abstention against Rufus Bradley's invoice (Cllr Bradley), and Magpie Trees & Fencing's invoice (Cllr Baker).

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

16.1 Playing Field Committee – A further meeting was agreed to be held on 23rd September 2024 at 6:30pm in the pavilion.

16.2 Commons Committee – capital works to be agreed and approved.

16.3 Finance Representative – Cllr Wright was not at the meeting.

16.4 Employment Committee – nothing to report.

16.5 Planning Committee – nothing to report.

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.

16.9 Rights of Way – as already reported, the Clerk forwarded up to date definitive AROW maps to Cllr Williams and Cllr Leeds after the last meeting.

16.10 Councillors – Cllr Leeds asked if there is an update on finding someone to take on the village maintenance work. Cllr Castle said it is still being looked at. Cllr Beckett-Doyle asked if a flood survey and reinstating of the ditch, previously discussed by the council, are still being looked at. They will be future agenda items.

17. Correspondence Received – all covered on the agenda.

18. To receive items for the next agenda – no new items.

19. The next meeting will be held on 15th October 2024, at 7:30pm in Wortham Village Hall.

Meeting Close – 9:00pm

