

Wortham & Burgate Parish Council

Minutes of Wortham & Burgate Parish Council Village Maintenance Committee meeting, held in Wortham Pavilion on Tuesday 8th July 2025 at 12:00pm.

Councillors present: Susan Wright, Nick Castle, Esta Piper, Michelle Canty
In attendance: Jane Challis (Clerk)

1. **To appoint a Chair of the Village Maintenance Committee 2025/26** – Cllr Wright nominated Cllr Castle who indicated she was willing to act as Chair. Proposed by Cllr Canty, seconded by Cllr Castle and approved unanimously with 1 abstention (Cllr Wright).
2. **Chair's welcome and to consider accepting apologies for absence** – Cllr Wright welcomed everyone to the meeting, and apologies received from Cllr Leeds were approved unanimously.
3. **To record declarations of interest from members in any item to be discussed** – None.
4. **To consider any dispensations from members in any item to be discussed** – None.
5. **Adjourn the meeting to allow public participation** – 12:04pm - no members of the public present.
6. **Re-convene the meeting** – 12:05pm
7. **To consider annual village maintenance plan**

Councillors discussed the items included in the initial maintenance plan. Cllr Wright and Cllr Leeds have cleaned the interior of the bus shelter on the A143 north side. The bus shelter on the A143 south side, near the pavilion, needs to be repainted with wood preservative paint. Cllr Wright will ask Steven Frost to provide a cost to do this, as well as looking at work required to the bus shelter on the south side. The Clerk is still to obtain a quotation for replacement inserts to go in the information boards, and suggested including QR codes for the footpaths. Councillors agreed this to be a good idea, and asked for them to be added.

The footpath from opposite the kennels, to the Post Office will need to be cleared again. The Clerk will find the details of the contractor who carried out the work previously.

Additional items discussed, not included in the initial plan, were the willow tree on the corner by the Village Hall, which needs to be cut back, and this area in general. Cllr Wright asked the Clerk to check the title deeds for the track outside the Village Hall, to confirm whose land the tree is sited on. Cllr Wright will ask Magpie Tree and Fencing for a quotation to cut it back, once this has been clarified. Councillors discussed approaching the Village Hall Committee regarding installation of a CCTV camera and signage, to deter fly tipping and antisocial behaviour around the area of the bins. Cllr Canty will look into CCTV cameras and signage in the meantime, to get an idea of the costs involved.

It was agreed for the Clerk to look at quotations for a new noticeboard; the one outside the village hall is too small, and the cover is losing its transparency. The new noticeboard would be sited outside the pavilion which is now being used as a workspace and meeting place for the council. The shrubbery in this location has been cut back, as discussed at the Parish Council meeting held on 17th June 2025.

There was also a discussion on use of the pavilion, due to the state it was left in by the Tennis club, who held a coffee and cake meeting prior to this meeting.

8. **To consider and approve items of expenditure**

The drain cover outside the kitchen door of the pavilion is broken. A quotation of a maximum of £200.00 has been provided to replace it. It was approved unanimously to proceed with the quotation.

ACTION – Cllr Wright/Clerk to arrange for cover to be replaced.

9. **To consider redevelopment of the pavilion** - deferred.

10. **To receive items from Councillors** – Cllr Wright said she had received a report that two of the football goals have been upended and left in a dangerous position. Upon inspection it appears that Palgrave Wanderers, who are intending to use the football pitch for the season, may have brought their own goals down, and moved the ones which were already in place. This needs to be resolved as soon as possible because the upended goals pose a health and safety risk.

ACTION – Clerk to speak to Cllr Baker, Chair of the Playing Field Committee, and the football club.

11. **To discuss any correspondence received** – none.

12. **To receive items for the next agenda** – as discussed.

13. **Date and time of next meeting** - TBA

14. **Meeting Close** – 1:08pm.