

# Wortham & Burgate Parish Council

I hereby give notice that a meeting of Wortham & Burgate Parish Council will be held on **Tuesday 26<sup>th</sup> March 2024 at 7:30pm in Wortham Village Hall.**

Councillors are summoned to attend. The Press and the Public are invited to attend.

*J. Challis, Parish Clerk, 21<sup>st</sup> March 2024*

## AGENDA

- 1. Chair's welcome and to consider and approve apologies for absence**
- 2. To approve the draft minutes of the previous Parish Council meeting**
  - 2.1 Parish Council Meeting held on Tuesday 27<sup>th</sup> February 2024
  - 2.2 Playing Field Committee Meeting held on Tuesday 27<sup>th</sup> February 2024
- 3. To record declarations of Interest from members on agenda items**
- 4. To consider dispensations from members on agenda items**
- 5. To adjourn the meeting for public participation**
  - 5.1 To receive resident's questions or comments
  - 5.2 To receive reports from the District and County Councillors
- 6. To reconvene the meeting**
- 7. To receive the Chair's Report**
- 8. To receive the Clerk's Report and o/s actions from the last meeting (for information only)**
- 9. National Grid Norwich to Tilbury update**
- 10. Flooding and drainage issues on Long Green**
- 11. To consider permission for land drain received from the Bowls Club**
- 12. To agree expenditure for work to tree/s outside village hall septic tank**
- 13. To consider, agree and/or note new planning applications**
  - 13.1 **To consider** – DC/24/01032 – Application for planning permission – householder application – erection of artists studio – 1 Green Farm Barns, Buggs Road, Burgate, Diss, IP22 1QG
  - 13.2 **To consider** – DC/24/00861 – Application for a lawful development certificate for an existing use or operation or activity including those in breach of a planning condition. Town & County Planning Act 1990 – continued use of detached double garage as a woodworking workshop and not for parking of motor vehicles. Flintstones, Long Green, Wortham, IP22 1PU.
  - 13.3 **To receive an update** on Oak Trees Burgate
  - 13.4 **To receive an update** – DC/23/01538 – Application for Outline Planning Permission (Access, Layout and Scale to be considered, Appearance and Landscaping to be reserved) Town & Country Planning Act 1990 (as amended) – Erection of 1No agricultural workers dwelling. Land East of Gibsons Farm, Furze Way, Burgate, IP22 1QG
  - 13.5 **To receive an update** – DC/23/05551 – Householder application – Erection of double cartlodge to provide covered parking & storage. Church Barn, Long Green, Wortham.
  - 13.6 **To receive an update** – DC/24/00506 – Householder application – erection of a summer house (retention of). Winterberry Barn, Mellis Road, Wortham, IP22 7PY.
  - 13.7 **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.
  - 13.8 **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.

13.9 **To receive an update** – DC/24/00518 – Full Planning Application – Change of use of building from residential (C2/C2A) to house of multiple occupation (HMO). St Johns House, Lion Road, Palgrave (part in the parish of Wortham), IP22 1BA

13.10 **To receive an update** – DC/24/00769 – Householder Application – Erection of single storey side/front extension (following demolition of front porch), 9 Sycamore View, Burgate, IP22 1QE.

**14. To consider and approve Grass Cutting contractor 2024**

**15. To consider and approve purchase of new football goal nets**

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

**17. Wayleave agreements**

**18. To consider Suffolk & Norfolk Green Cluster**

**19. Parish Council Insurance 2024/25**

**20. To consider gov.uk emails accounts and domain name**

**21. To consider and approve Internal Auditor 2023/24**

**22. Policies/Documents for review**

- **Asset Register**
- **Standing Orders**
- **Financial Regulations**

**23. Accounts**

23.1 Account balances as of 21<sup>st</sup> March 2024

23.1.1	Current Account	£50,696.05
23.1.2	Reserves Account	£73,289.19
23.1.3	Commons Account	£9,957.73

23.2 Account payments

23.2.1	Jane Challis	March salary	511.05
23.2.2	HMRC	March NIC payment	127.77
23.2.3	Niki Hinton	March salary	101.60
23.2.4	Safe & Sound 9880	Mole control Feb	60.00
23.2.6	Jane Challis	Mileage expenses	10.08
23.2.7	Wortham Village Hall	PC Meeting February 2024	22.00
23.2.8	Wortham Village Hall	Rural Coffee Caravan meeting February 2024	17.00
23.2.9	Wortham Village Hall	Pavilion window cleaning	75.00

23.3 Direct Debit payments

23.3.2	HSBC	Bank charges March	8.00
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Additional payments/receipts received prior to the meeting:

**24. To receive and discuss items from Committees/Working Groups/Councillors**

- 24.1 Playing Field Committee
- 24.2 Commons Committee
- 24.3 Finance Representative
- 24.4 Employment Committee
- 24.5 Planning Committee
- 24.6 Redevelopment of the Pavilion Working Group
- 24.7 Village Maintenance Working Group
- 24.8 VHMC
- 24.9 Rights of Way
- 24.10 Councillors

**25. Correspondence Received**

**26. To receive items for the next agenda**

**27. Date and time of the next meeting**