

Worham & Burgate Parish Council

Minutes of the Parish Council Meeting of Worham & Burgate Parish Council held virtually via Zoom on Tuesday 16th February 2021 at 7.30pm

Councillors present: Barry Cole (Chair), Jacky Bradley, Chris Grocott, Ian Hovey, David Ling, Mike Odams, Jenny Piper, Richard Thornton, Paul Weaver, Chris Williams and Sue Wright
In attendance: Jane Wright (Clerk), Councillor Fleming and Councillor Warboys

1. **To consider accepting apologies for absence** - None
2. **To approve the minutes of previous Parish Council meeting** -
 - 2.1 January Parish Council Meeting - Proposed CW, Seconded IH - Unanimously approved
 - 2.2 January Commons Committee Meeting - Proposed CG, Seconded JB - Unanimously approved
3. **To record declarations of Interest from members in any item to be discussed** - Councillor Weaver - Item 10.2 Neighbour and Councillor Ling - Item 11 Personal and prejudicial - Both Councillors to stay online during updates.
4. **To consider dispensations from member in any item to be discussed** - None
5. **To adjourn the meeting for public participation** - 7.35pm

5.1 To receive residents questions or comments - No members of the public attended

5.2 To receive reports from District & County Councillors - See Appendix 1 & 2

Councillor Fleming gave a resume of her report that had been circulated to Councillors prior to the meeting - Appendix 1

Councillor Fleming has now looked at the plan showing where the 60mph signs are currently on Church Road and agreed that they are not appropriately placed. A site meeting with a Highways Speed and Safety Officer will need to be arranged. Due to lockdown, this is not likely to take place until at least May/June. At the same time the officer will look at plans to introduce flashing '20's Plenty' lights around the primary school.

Flooding issues have been reported and Councillor Fleming advised that flooding is very complex. If anyone has any concerns/issues about flooding it is important to report it, together with photographic evidence if possible.

<https://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/report-a-flood-in-suffolk/>

Potholes are another issue that has been raised, especially along the A143 through the village of Worham. Unfortunately Covid has affected many objectives as staff have been redeployed and staff illness has had a huge impact on repairs. However, it is essential that any issues are reported.

<https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/potholes/report-a-pothole/>

Councillor Warboys gave a resume of his report - Appendix 2.

The White House planning application has been very contentious and a decision has still not been reached on the latest application (DC/20/04953). Councillor Warboys advised that the principle of development is there, as outline planning permission has been granted. However, the case officer is aware that the car parking/access is of huge concern. The holiday lettings are outside of planning enforcement so this is unfortunately out of MSDC's control. Councillor Warboys was unsure if a site visit had been made by the new case officer, but it was suggested that this would be hugely beneficial.

Item 11 was discussed - see below.

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6. **To reconvene the meeting** - 8.25pm
7. **To receive a presentation on Broadband Supply by County Broadband** - Jonathan Spinks and Ryan Labrum of County Broadband attended the meeting and gave a brief overview of the plans that County Broadband have for the village of Worham. Fibre links currently run through the village but only a very small part of Worham has access to FTTP (fibre to the premises) and County Broadband hope to be able to rectify this once there is enough interest and preorders. Councillors thanked Mr Spinks and Mr Labrum for taking the time to attend tonight's meeting. For more details please visit <https://countybroadband.co.uk/>
<https://countybroadband.co.uk/more/faq/>
8. **To receive the Chairman's report** - Councillor Cole had nothing to report
9. **To receive the Clerk's report and outstanding actions from last meeting (for information only)**
Confirmation of Precept has been received from Mid Suffolk District Council. A resident has contacted the Clerk to ask if the Parish Council would consider an entry in the Parish News. It was agreed that the Clerk should contact Parish News and that a small entry be added with a link to the Parish Council website where Minutes etc are available.
10. **To consider, agree and/or note new planning applications**
 - 10.1 To receive an update regarding application DC/20/04729 Planning Application Erection of 2no dwellings, garages, associated works, provision of access road, parking/turning areas and associated landscaping -Land on the East Side of Church Road, Worham - GRANTED
 - 10.2 To receive an update regarding application DC/20/04953 Application for approval of reserved matters following outline approval - Town and Country Planning (Development, Management and Procedure) (England) Order 2015 - Appearance, Landscaping, Layout, Scale and Access relating to DC/18/03677 - Erection of 1no dwelling - White House, Rectory Road, Worham - NO UPDATE - AWAITING DECISION
 - 10.3 To receive an update regarding application for Planning Permission - DC/20/04645 - Erection of an Agricultural Building. Location - The Rookery, Bury Road, Worham, Diss, Suffolk IP22 1RB - GRANTED
 - 10.4 To receive an update regarding Application for Planning Permission without compliance of condition(s) DC/20/05753 - Proposal: Application under Section 73 of the Town and Country Planning Act - Variation of Condition 1 (Approved Plans and Documents) of reserved matters approval DC/19/05948 dated 26/02/2020 (Application for approval of reserved matters following grant of Outline Application DC/18/05622 dated 19/02/2019 - Appearance, Landscaping, Layout, Scale Erection of 3No dwellings and new access.) Location: The Croft, Mellis Road, Worham, Diss Suffolk IP22 1PY - GRANTED
 - 10.5 To consider, discuss and agree new application for planning permission - DC/21/00640 - Householder Planning Application: Erection of Modern Cedar Clad Art Studio to Front Garden - Location: Honeypot House, Bury Road, Worham, Diss, Suffolk IP22 1PW - It was unanimously agreed that there would be no comment on this application.

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- 11. To receive an update on DC/19/01020 Modification of planning obligation relating to 280/16 - erection of 12 new dwellings (to remove option of 4no affordable dwellings) -** Councillor Warboys advised that he has spoken to the Strategic Housing department at MSDC who shared the Parish Councils disappointment at the loss of the affordable housing on this development. Unfortunately the viability report and legal documents are accepted as the builder being able to change their legal obligation to provide affordable housing. Councillor Warboys also advised that some district councils have the means to claw back excess profits after a viability report has reduced a developers social obligation, but unfortunately this is not the case with MSDC. This is something that he will continue to investigate. Information has been circulated to Councillors regarding Community Land Trusts and Community Led Housing as being a possible option in the future. There would be a great deal of support if Wortham were to undertake either of these approaches to secure affordable housing in the village. Councillor Cole suggested that these options be discussed at the next Parish Council meeting, with the possibility of inviting Delia Cook (Community Housing Enabling Officer) and Louise Barker (Acting Strategic Housing Team Manager) to attend a future Parish Council meeting.
- 12. To consider, discuss and agree on a contractor to cut the grass at Wortham Playing Field -** Three quotes have been received, although the schedules were not like for like. These were discussed at length. The contractors had been asked to quote for 2 weekly cuts between April and September. The quote from T. G. Groundworks was accepted, but it was proposed that the quote be adjusted to 2 weekly cuts during April and May and 3 weekly for the rest of the season. Unanimously agreed. The accepted quote also provided a quote for the control of the moles and this was also accepted unanimously. Clerk to contact T. G Groundworks
- 13. To review the Schedule for Village Maintenance (prior to requesting quotes) -** The schedule had been circulated prior to the meeting and as the accepted quote from T G Groundworks for the above item included the majority of the scheduled works, it was unanimously agreed to obtain a quote for the 1 remaining item.
- 14. To consider, discuss and agree to a contractor for the gully clearing at Wortham Post Office Track -** 3 quotes have been obtained and after reviewing all, it was unanimously agreed to contact Waterfields to carry out the gully clearance. Proposal CG - that the gully's should be cleared once a year and not twice Seconded - RT Unanimously agreed
- 15. To discuss and agree arrangements for the Annual Parish Meeting on April 6th 2021 -** Due to lockdown restrictions and the government having no plans to extend legislation allowing the cancellation or delay of Annual meetings in 2021, therefore the Annual Parish Meeting will be held virtually via Zoom on 6th April at 7pm.
- 16. To receive an update on the request for a footpath at Wortham Lawn Tennis Club -** there has been no further progress. Councillor Bradley advised that the contact details for the representative dealing with the footpath have changed. Clerk to be updated.
- 17. To receive an update on the review of the Terms of Reference -** Progress has been made with the review and the revised Terms of Reference will be forwarded to each Committee Chair. Item deferred to April meeting
- 18. To consider, discuss and agree the nomination of additional Councillor/s to the Planning Committee -** It was unanimously agreed to carry this item over to the Annual Parish Council meeting in May.

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19. To receive and discuss items/reports from Parish Council Committees and Working Groups

- 19.1 Playing Fields Committee - Nothing to report
- 19.2 Commons Committee - Nothing to report
- 19.3 Planning Committee - Nothing to report
- 19.4 Finance Representative - A financial risk assessment of the accounts has taken place and everything is in order. Clerk to contact the Internal Auditor regarding the Asset Register and draw up a maintenance plan for existing items
- 19.5 Employment Committee - Annual reviews have not yet taken place due to lockdown regulations.
- 19.6 New Village Hall Working Group - Nothing to report
- 19.7 Possessory Insurance/Title Working Group - The working group met and looked over the official copy of title. It was agreed that Possessory Insurance should be taken out and reviewed again once the time limit of obtaining Absolute Title has been met (12 years from registration). Proposed - JB Seconded - SW - Unanimously agreed. Clerk to contact Gudgeons Prentice.

20. Accounts:

20.1 Account balances as at 8th February 2021

Current Account	23994.16
Reserves Account	47357.36
Commons Account	6046.19

20.2 Account Payments

20.2.1	Wave	Water Sports Pavilion	214.40
20.2.2	Niki Hinton	February Salary	92.63
20.2.3	Jane Wright	January Expenses	110.35
20.2.4	Jane Wright	February Salary	387.80
20.2.5	Niki Hinton	March Salary & Holiday Pay	220.88
20.2.6	Jane Wright	Feb Expenses	55.00
20.2.7	Jane Wright	March Salary & Holiday Pay	904.46

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20.3 Direct Debit Payment

20.3.1	EDF Energy	Electricity	200.00
20.3.2	O2	Mobile Phone	27.11

20.4 Account Receipts

20.4.1	Local Restrictions Support Grant	Tier 4	476.43
20.4.2	Local Restrictions Support Grant	Nov Lockdown	2001.00
20.4.3	Local Restrictions Support Grant	Lockdown 3	4000.00
20.4.4	Locality Award R Warboys	Planings	1000.00

Any additional payments/receipts prior to the meeting:

20.2.8	HMRC	NIC Jane Wright	15.33
20.2.9	Niki Hinton	Tax Refund	37.00

20.4.5	Wortham Lawn Tennis Club	Reimburse Utilities	353.88
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All payments were unanimously approved

21. To receive and discuss items / reports from Committees, Groups and Councillors:

21.1 VHM: Nothing to report

21.2 Rights of Way: Nothing to report

21.3 Councillors: Planings have now been delivered to the village hall and we are now awaiting better weather in order to be able to proceed. Councillor Thornton to organise the working party and suitable machinery for the work to be completed.

Councillor Bradley - The Village Design Statement is being updated and Councillors were invited to join the Working Group, of which members of the Parish are included. Councillors Weaver and Wright agreed to join with Councillor Bradley.

22. Correspondence received - None

23. To receive items for the next agenda - Terms of Reference, Possessory Insurance, Strategic Plan, Affordable Housing Options

24. Date, time and venue for next meeting - Annual Parish Meeting on Tuesday 6th April at 7pm followed by the Parish Council Meeting at 7.30pm via Zoom

25. Meeting close - 10.00pm

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 Chair, Wortham & Burgate Parish Council