

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
held on Tuesday 21st June 2022 in Burgate Church Hall at 7.30pm

Councillors present: Barry Cole, Jacky Bradley, Sue Wright, Chris Williams, Chris Grocott, David Ling, Carl Baker, Nick Castle, Jenny Piper

In attendance: 1 member of the public, CC Cllr Fleming, DC Cllr Warboys and Jane Challis (Clerk)

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

Cllr Cole welcomed everyone to the meeting, and apologies were accepted unanimously for Cllr Odams, Cllr Hovey, and Cllr Thornton (all on holiday).

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

2.1 Annual Parish Council Meeting held on Tuesday 17th May 2022 – Cllr Ling requested an amendment to add Cllr Baker as a member of the Playing Field Committee (item 6). Approval proposed by Cllr Ling to include above amendment, seconded by Cllr Baker and approved unanimously with two abstentions (councillors who were not present at the meeting).

3. To record declarations of interest from members in any item to be discussed – None declared

4. To consider dispensations from members in any item to be discussed – None declared

Cllr Cole proposed moving to item 9 which the member of the public was present for. Agreed unanimously.

(9. To consider, agree and/or note new planning applications)

7:36pm Cllr Williams arrived

9.5 To consider, discuss and agree to APPLICATION FOR PLANNING PERMISSION – DC/22/02774. Full Planning Application – Erection of 3 no. dwellings including new vehicular access, with associated garages and parking. Land North of Willow Corner Cottage, Church Road, Wortham.

Cllr Wright said that the Planning Committee sees no reason to object to this application, feeling there is a need for new 3-bedroom properties in the parish, and therefore recommends the Council supports the application.

Cllr Wright proposed the Council support the application; seconded by Cllr Castle and approved unanimously.

9.6 To consider, discuss and agree to APPLICATION FOR PLANNING PERMISSION – DC/22/02881. Householder Application – Erection of infill extension and installation of dormer window to and conversion of garage to form new annexe. 1 Cherry Tree Close, Wortham, IP22 1QR
Cllr Wright proposed the Council support the application; seconded by Cllr Williams and approved unanimously.

ACTION – Clerk to add support comment to MSDC planning portal for above applications

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9.1 **To receive an update** on Oak Trees Burgate – NO UPDATE

9.2 **To receive an update** for APPLICATION FOR RESERVED MATTERS – DC/22/01863

Submission of details (Reserved Matters) and Discharge of Conditions 4 (Bins), 5 (Parking/manoeuvring), 7 (Land contamination), 8 (Ecology) & 9 (Archaeology) under Outline Planning Permission DC/19/03712. Appearance, Layout, Scale and Landscaping to be considered for erection of 4 no. detached single storey dwellings. Land at Howards Close, Mellis Road, Wortham, Suffolk - GRANTED

9.3 **To receive an update** for APPLICATION FOR OUTLINE PLANNING PERMISSION (Access points to be considered, Appearance, Layout, Landscaping and Scale reserved) Town and Country Planning Act 1990 – Erection of 4 dwellings (re-submission of approved planning permission DC/18/05064). Location: Land at Honeypot Farm, Bury Road, Wortham, Suffolk – AWAITING DECISION

9.4 **To receive an update** for APPLICATION FOR PLANNING PERMISSION – DC/21/05477

Proposal: Full Planning Application – Use of land for stationing of 23 no. holiday lodges and 1 lodge for site manager (renewal of planning permission DC/18/04377) Location: Honey Pot Farm Caravan Park, Bury Road, Wortham, Suffolk, IP22 1PW – AWAITING DECISION

Cllr Bradley said that there were no details regarding access within the documents on the planning portal for DC/22/01863, and asked the Clerk to speak to the Planning Officer.

ACTION – Clerk to speak to Planning Officer re DC/22/01863 as above

5. To adjourn the meeting for public participation – 7:44pm

5.1 **To receive residents' questions or comments** – no further comments or questions.

5.2 **To receive reports from District & County Councillors** –

CC Cllr Fleming read highlights from her report, which had been sent to councillors in advance of the meeting; Appendix 1.

CC Cllr Fleming reported that David Chenery, SCC Speed and Safety Manager, is dealing with the request to move the sign on Mellis road to extend the 30mph speed limit. It will cost approximately £6,000.00 which includes the Traffic Regulation Order. As previously reported, it can be funded with CIL monies and/or CC Cllr Fleming's Highways budget.

CC Cllr Fleming is also looking at replacement of the missing signs on Magpie Green. Cllr Bradley said it is very important that these are replaced because emergency services find it very difficult to find the location.

Cllr Piper commented that the cost to move the sign on Mellis road was very high. CC Cllr Fleming said that signage is something to bear in mind with future planning applications, because it can potentially be included as part of the development.

Cllr Cole thanked CC Cllr Fleming for her report, and also for attending the Queen's Platinum Jubilee celebrations on Thursday 2nd June, and opening the new play equipment.

DC Cllr Warboys read highlights from his report, which had been sent to councillors in advance of the meeting; Appendix 2.

DC Cllr Warboys advised that there was still funding available for the Queen's Platinum Jubilee celebrations from his locality grant.

Cllr Cole thanked DC Cllr Warboys for his report.

ACTION – Clerk to submit application for funding from DC Cllr Warboys against the QPJ Steel Band.

8:00pm CC Cllr Fleming and the member of the public left the meeting.

6. To reconvene the meeting - 8.01pm

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7. **To receive the Chairman's report** – Nothing to report; Cllr Cole thanked councillors for making the Queen's Platinum Jubilee celebration such a success.
8. **To receive the Clerk's report & o/s actions from the last meeting (For information only)** –
BMSDC have created a draft Parking Strategy which outlines on street and off-street parking provision for the next 20 years. They are inviting feedback via an online survey which is open from 14th June – 31st July 2022.
NGF Play Ltd have sent a revised quotation today for the repairs to the zip wire. At the meeting held on 17th May 2022 payment of £816.22 was approved. This invoice has not yet been paid because after the meeting NGF visited the site, and realised additional parts were required so no work was carried out. The new quotation is £1,080.22. Cllr Cole proposed approving up to £1,200.00 for the repairs to cover any additional labour required, so NGF can proceed with the repairs which are now urgent. Seconded by Cllr Piper and approved unanimously.
An email has been received from the architect regarding the initial plans previously sent for the proposed new Village Hall. Cllr Wright said that the New Village Hall Working Group needs to arrange a meeting to discuss if/how the project is to be progressed.
ACTION – Clerk to instruct NGF to proceed with repairs. Clerk to arrange meeting of the NVHWG.
9. **To consider, agree and/or note new planning applications:**
As above.
10. **Update on National Grid East Anglia GREEN Energy Enablement**
The Council's objection response was submitted to John Pettigrew CEO of the National Grid, and also copied to Jo Churchill MP, Richard Bacon MP, James Cartlidge MP, Sir Bernard Jenkin MP, Dr Dan Poulter MP, Kemi Badenoch MP, and the Rt Hon Greg Hands MP. Acknowledgements of receipt have been received, and Babergh and Mid Suffolk District Council cabinets have confirmed their objection to National Grid's non-statutory consultation.
Cllr Cole commented that although the non-statutory consultation has finished, it is very important to keep up the pressure against the proposal.
Parish Council's objection letter; appendix 3.
11. **To consider adopting the Local Government Association (LGA) Model Councillor Code of Conduct 2020**
Proposed by Cllr Grocott; seconded by Cllr Wright and approved unanimously.
ACTION - Clerk to update and publish
12. **Update on extending the 30mph speed limit on the Mellis Road**
Updated within CC Cllr Fleming's report (item 5.2).
13. **To discuss speed limits within Wortham and Burgate**
There was a discussion about the position of speed limit signs being a consideration with planning applications for developments. Councillors agreed for the Clerk to send an email to CC Cllr Fleming thanking her for her help with the sign on Mellis Road, and asking if the speed limit signs could be considered with the planning application on Church Road (DC/22/02774). It was also agreed for consideration of the speed limit signs to be included in the council's comment of support on the planning portal.
Cllr Grocott said all three roads into Magpie Green should be considered and mentioned to CC Cllr Fleming too.
ACTION – Clerk to contact CC Cllr Fleming as above, and include speed limit signs in the planning portal comment of support for DC/22/02774.
14. **To discuss missing Signs on Magpie Green**
Updated within CC Cllr Fleming's report (item 5.2).

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15. To consider, discuss and agree to the placement of a sign from the Tennis Club on A143

At the meeting held on 17th May 2022 councillors agreed that they support the Tennis Club's request. The Clerk has investigated suppliers and costing and will forward these details to the Tennis Club for them to progress the sign.

ACTION – Clerk as above

16. To receive the Internal Audit Report 2021/22 from Trevor Brown

A copy of the report was sent to councillors prior to the meeting. There were two recommendations:

- 1) To review the Standing Orders to ensure they are up to date and reflect the latest NALC version.
- 2) To review the online banking procedure to include online approval by at least one councillor.

Councillors discussed the recommendations; the online banking procedure will be looked at to create a system where the Clerk sets up the payments online, which are then authorised online by either the Chair or Cllr Wright (Finance Representative).

Cllr Wright proposed approving the Internal Audit Report 2021/22; seconded by Cllr Baker and approved unanimously.

ACTION – Clerk to update Standing Orders for approval at a future meeting, and look at the online banking system as above.

17. To appoint an Internal Auditor for 2022/23

Cllr Wright proposed appointing Trevor Brown; seconded by Cllr Grocott and approved unanimously.

ACTION – Clerk to instruct Trevor Brown to act as Internal Auditor 2022/23

18. To Approve the Parish Council Accounts 2021/22

The Accounts were sent to councillors prior to the meeting. The Clerk advised that the period for the Exercise of Public Rights will be notified as 25th June to 5th August 2022.

Cllr Williams proposed approval of the Parish Council Accounts 2021/22; seconded by Cllr Grocott and approved unanimously with one abstention (councillor who had not had sight of the Accounts)

ACTION – Clerk to publish all required Accounts documents by 1st July 2022.

19. To Complete and Sign the AGAR Sections 1 and 2 2021/22

The completed sections 1 and 2 of the AGAR were circulated to councillors.

Cllr Williams proposed approving sections 1 and 2 of the AGAR 2021/22; seconded by Cllr Wright, and approved unanimously.

Cllr Cole and the Clerk/RFO signed the relevant parts of the documents.

ACTION – Clerk to publish by 1st July 2022, and send to the external auditor with the Internal Audit Report, bank reconciliation, explanation of variances, and notice of Public Rights, by 30th June 2022.

20. To sign the completed Neighbourhood CIL Expenditure Report

Deferred to next meeting.

21. Accounts:

21.1 Account Balances as at 16th June 2022

21.1.1	Current Account	£44,977.80
21.1.2	Reserves Account	£53,390.67
21.1.3	Commons Account	£7,378.76

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21.2 Account Payments

21.2.1	Jane Challis	June Salary	369.95
21.2.2	HMRC	NIC payment	92.40
21.2.3	Niki Hinton	June Salary	97.50
21.2.4	RMJ Bradley Digger Hire	Clear/burn brash	64.80
21.2.5	MSDC	Litter/dog bin emptying	446.80
21.2.6	Tim Gaddis	Mowing	165.00
21.2.7	Tim Gaddis	Mowing	165.00
21.2.8	Safe & Sound	Mole Control	300.00
21.2.9	B-Active Fit Club	QPJ pony rides & zorb balls	300.00
21.2.10	Westcotec	New SID device	3,360.00
21.2.11	Running Imp Ltd	QPJ mugs/medals	421.21

21.3 Direct Debit Payments

21.3.1	O2	Mobile Phone (June)	29.62
21.3.2	HSBC	Bank Charges	8.00
21.3.3	EON NEXT	Pavilion Electricity (May)	348.77

Any additional payments/receipts received prior to the meeting:

21.2.12	Trevor Brown	Internal Audit	260.00
21.2.13	Jane Challis	Expenses	20.68
21.2.14	Tim Gaddis	Mowing	165.00
21.2.15	Burgate Church Hall	Hire June meeting	24.00

Proposed by Cllr Ling that all payments be approved en bloc, including retrospective approval for 21.2.11 as below; seconded by Cllr Piper and approved unanimously.

21.2.11 – Running Imp Ltd invoice no. 390294 was paid on 24th May 2022 following consultation with the Chair and the Internal Auditor. The items were required for the QPJ on 2nd June 2022, and part of the QPJ budget agreed at the meeting held on 27th July 2021 (minute reference 13.6).

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

22.1 Playing Field Committee – Cllr Ling said the Bowls Club have passed on details of someone who may be able to help with rabbit control. Cllr Bradley reported that Redgrave Football Club may wish to use the playing field. Cllr Baker said that Palgrave Youth Football Team have also expressed interest, but the pitch is not playable at the moment. There are companies who can assess the pitch and provide a report on the best way to make it usable. After discussing councillors agreed they are happy for Cllr Baker to contact these companies for advice.

22.2 Commons Committee – Cllr Williams said he has received reports of concern from residents regarding the dead willow tree opposite the Manor House, overhanging the pavement and road. The Clerk will open a report with Suffolk Highways.

22.3 Finance Representative – nothing further to report.

22.4 Employment Committee – nothing to report.

22.5 Planning Committee – Already discussed on the agenda; another meeting will be arranged when all members are available.

22.6 New Village Hall Working Group – Further to item 8, Cllr Wright proposed calling a meeting at 7pm on Wednesday 20th July 2022, to be held in the pavilion, and asked the Clerk to advise Cllr Hovey, and members of the Village Hall Committee.

22.7 Platinum Jubilee Celebrations Working Group – Cllr Bradley expressed huge thanks to Cllr Ling and his wife, and Cllr Baker, Cllr Castle, and Cllr Wright. Bruno Peek the Pageant master has requested photographs from every event held. After discussing, and further to item 5.2, it was agreed to request £540 from DC Cllr Warboys against the Steel Band.

22.8 VHMC – Nothing to report.

22.9 Rights of Way – Cllr Grocott said that there are some areas which need mowing, he is looking into someone to do this. Cllr Piper reported that Mellis Corner needs to be cut which the Clerk will report whilst reporting the willow tree. Cllr Baker said that SCC have not cut the verges yet and asked the Clerk to contact them. Cllr Castle reported that some of the footpaths in Burgate are not being maintained as they were previously by the landowner. Cllr Grocott said he will speak to the landowner.

22.10 Councillors: - Nothing to report.

23. Correspondence Received – An email has been received from an MA student at Norwich University of the Arts requesting permission to film on the Ling. The Ling is not owned by the Parish Council so a reply will be sent redirecting the student to the landowner.

ACTION – Clerk as above.

24. To receive items for the next agenda – Cllr Wright requested National Grid's East Anglia GREEN proposal stay as an agenda item.

25. Date and time of next meeting – the next meeting will be held on Tuesday 26th July 2022 in Burgate Church Hall at 7:30pm.

Meeting Close – 9:29pm

County Councillor Report

June 2022



Wortham & Burgate Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

Katch E-bus scheme extended until end of 2022 – Katch is an electric taxi-bus service sponsored by SCC in partnership with operator [CabsSmart](#); it's trial will be extended until the end of the year. The service launched as a 12-month pilot in E, the extension in time will allow the council to establish a truer picture of demand as bus services strive to recover following the lifting of Covid restrictions.

Suffolk Quiet Lanes - Since its launch nearly 200 parish councils have engaged and there are now more than 350 lanes designated in Suffolk, covering approximately 400 kilometres (248 miles) of country road. All Quiet Lanes are marked with green signs at either end, which clearly show the hierarchy of right of way for people using the road. Residents can use the interactive map on [the Quiet Lanes Suffolk website](#) to find the nearest lanes.

Suffolk Archives Seeking Records of Queen's Jubilee Events - Suffolk Archives is inviting donations from local celebrations, such as photographs, programmes, invitations and leaflets to help build the Archives' existing 900-year records. Digital content can be submitted online via the website, and hard copies may be brought into archives branches in Bury, Ipswich and Lowestoft, subject to assessment. For more information or to submit digital content [visit the Suffolk archives website](#)

Anglia Green Pylon Project – The consultation period for National Grid's new overhead 400 kV line between Norwich and Tilbury closed on 16th June. Suffolk County Council has objected to the proposal for overland transmission and is working with the OFFSET Group and MPs to press for full consideration of the marine cable option. Refer to www.nationalgrid.com/east-anglia-green

Highways Projects – The school flashing light project has been held up as Kier transitions out of its contractual obligations for street lighting, but I have recently spoken with the lighting team and a proposal and schedule should be issued this week.

CR 334257 Mellis Road Speed Signs - I have requested a detailed costing for moving the 30 mph speed limit signs on the Mellis Road to a point beyond the new homes, upon receipt and formal approval of how this would be funded then it will proceed.

Signs for Magpie Green – CR 364258 This project been referred to the Community Engineer and I am chasing for a positive response.

Ukraine - Information on Suffolk's support for Ukrainian refugees is available on <https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/support-for-refugees/support-for-ukraine/>

Support for refugees and hosts is also available through Community Action Suffolk.

APPENDIX 2

District Councillor's Report for Gislingham Ward: Mellis, Gislingham, Thornham, Wortham & Burgate, Wickham Skeith Parish Councils

June 2022

Annual Council meeting	<p>The Annual Council meeting was held on 26th May. The Conservative and Independent has the majority vote on all the decisions. The newly elected Chair is Cllr James Caston cons., with Cllr Ekpenyong cons. as Vice-Chair . There were few changes to the committee positions for this final year of this administration.</p> <p>Cllr Harry Richardson cons. has been appointed deputy leader after Cllr Gerald Brewster cons. has stood down.</p>
Needham Lake Visitor Centre	<p>The new visitor centre and café at Needham Lake, The Duck and Teapot opened officially on 17th May and were rather surprised at the number of visitors over the first weekend. They have now taken steps to manage larger numbers.</p>
Cost of Living crisis	<p>MSDC Cabinet are considering a 5 point action plan to try to help residents through the cost of living crisis. The aim of the plan is to try to ensure that those in need are able to access Government help and other organisations, and to maintain good physical and mental health,</p>
Stowmarket Health, Education and Leisure Hub.	<p>Plans for a new hub in Stowmarket are to be discussed by Cabinet this week. The master plan incorporates two parcels of land at Chilton Fields and Stowmarket High School. Two all weather pitches, a mini running track and a new sports pavilion are included in the proposal.</p>
Residents' survey	<p>Babergh and Mid Suffolk are carrying out their annual survey of residents. Hopefully this will enable the Councils to understand more about residents' and communities resilience and to help improve customer service. Up to 8,000 households from districts will be randomly selected and invited to take part.</p>
Large scale energy and infrastructure projects	<p>Babergh and Mid Suffolk communities are currently seeing an unprecedented level of proposed large scale energy infrastructure. There was an information session for town and parish councils. MSDC cabinet 6th June discussed the Council's official response to the public consultation on the Anglia Green overhead power cables to Bramford. Any member of the public or group could respond to the consultation. https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/infrastructure-projects/east-anglia-green-our-proposals-mid-suffolk-and-babergh-north-substation</p> <p>Anglian Water have started a 2 week stakeholder engagement today, please see their website for details. https://www.anglianwater.co.uk/about-us/our-strategies-and-plans/new-water-pipelines/bury-st-edmunds-to-colchester/</p> <p>National Grid have started work on the refurbishment of the existing Norwich to Bramford overhead line so you may see Grid teams on site along the route.</p>
Locality Grant scheme 2022/23	<p>The next round of Locality Grants is now open. Although the deadline is not until March 2023, I welcome applications from community groups. Details are available on the website https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-guidance/. Please contact me in the first instance. i have already used some of the funding to support the Jubilee Celebrations throughout Gislingham ward.</p>

MSDC Councillor Rowland Warboys

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Wortham & Burgate Parish Council

John Pettigrew FEI FIET
Chief Executive
National Grid
1-3 Strand
London
WC2N 5EH

8th June 2022

Dear Mr Pettigrew,

Wortham & Burgate Parish Council's Response to National Grid's East Anglia

GREEN Energy Enablement non statutory consultation

Wortham and Burgate Parish Council **strongly object** to the National Grid's East Anglia GREEN Energy Enablement proposal to reinforce the high-voltage electricity network from Norwich Main substation to Tilbury substation, and connect new offshore wind generation, by way of a new line of 400kv pylons. We believe that what we have been presented is a quasi-consultation lacking either transparent proposals or comparative costings, which is biased towards an overland solution without providing a cost benefit analysis. We instead support an undersea option, and believe National Grid have failed to provide a fair and just consultation by omitting the Sea Link 2 (SCD2) option from the public consultation.

The Parish of Wortham and Burgate has over 250 acres of registered common land in eight separate and distinct areas including Wortham Ling, which is an SSSI (Site of Special Scientific Interest) and a popular nature area visited by many people, and the Long Green which is designated as a VIOS (Visibly Important Open Space). Each of the eight areas has a unique character and considerable landscape and conservation value. They are havens for wildlife because they have been managed the same way for hundreds of years by way of light grazing and cutting of the grass for hay. Fenland to the west of Wortham Ling is also an SSSI, and an NNR (National Nature Reserve) and RAMSAR site (Wetland of International Importance under the Convention on Wetlands of International Importance). It is of high ecological value and a managed habitat for birds, winter waders and wildfowl. The village of Wortham includes 58 Grade II listed buildings and is famous for being home to the author Richard Cobbold between 1825 and 1877, who published *The Biography of a Victorian Village – Wortham* in 1860. Burgate Wood is also an SSSI. Its 75 acres are a particularly good example of the type of oak-hornbeam woodland characteristic of this part of north Suffolk. It is ancient, with a coppice-withstandards structure and continues to support entirely semi-natural stands. Many giant coppiced stools are present which indicate its great antiquity. Close by is Gittings Wood, an ancient woodland, also with many rare species.

The environmental and socio-economic damage to the parish caused by the proposed pylon route would be devastating.

We support and recognise the drive for green energy to achieve net zero by 2050, and are in agreement with Sir Bernard Jenkins and OffSET that the offshore grid, which the Government has already committed to delivering, is the most reasonable and effective route. National Grid estimates savings of £6bn per year for consumers from a coordinated offshore grid, making a nonsense of their argument that the proposed pylon route has an advantage for being financially less expensive. Undersea electricity cables are already being built to route electricity south from Scotland to protect Scottish countryside, and we believe this precedent should be followed to protect our own parish, and all those affected by the proposed route from Norwich Main substation to Tilbury substation in Essex.

The proposals as they stand, take no account of the impact they will have on individuals' enjoyment of existing leisure activities or on amenities.

This letter has been copied to Jo Churchill MP, Richard Bacon MP, James Cartlidge MP, Sir Bernard Jenkin MP, Dr Dan Poulter MP and Kemi Badenoch MP. The Parish Council has seen a copy of the letter sent by the above mentioned MP's to the Rt Hon Greg Hands MP dated the 20th May 2022, the contents of which the Parish Council are in complete agreement with.

Additionally, the Rt Hon Greg Hands MP has also been copied in to the Parish Council's response.

Yours sincerely,

Jane Challis
Proper Officer Wortham & Burgate Parish Council
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Diss
Norfolk
IP22 4EH

