

# Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council  
held on Tuesday 26<sup>th</sup> July 2022 in Burgate Church Hall at 7.30pm

Councillors present: Jacky Bradley, Sue Wright, Chris Williams, Chris Grocott, Carl Baker, Nick Castle, Jenny Piper, Mike Odams, Ian Hovey, Richard Thornton

In attendance: 4 members of the public, DC Cllr Warboys and Jane Challis (Clerk)

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

Vice Chair Cllr Bradley chaired the meeting due to Cllr Cole's absence, and welcomed everyone including the members of the public. Apologies were accepted unanimously for Cllr Cole (unwell), and Cllr Ling (prior commitment).

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

2.1 Parish Council Meeting held on Tuesday 21<sup>st</sup> June 2022 – Approval proposed by Cllr Williams; seconded by Cllr Grocott and approved unanimously with three abstentions (councillors who were not present at the meeting).

2.2 Planning Committee Meeting held on Tuesday 21<sup>st</sup> June 2022 – Approval proposed by Cllr Wright; seconded by Cllr Castle and approved with 8 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**

**5. To adjourn the meeting for public participation – 7:35pm**

**5.1 To receive residents' questions or comments –** two members of the public were present regarding agenda item 10.5; amended application DC/22/02774 Land North of Willow Corner Cottage, Church Road, Wortham. They expressed concern over whether the council had taken note of their objection comments detailed on the MSDC planning portal, when the original application had been discussed. They said they had also emailed their comments to the Clerk, but the Clerk advised they had not been received. There was a discussion and Cllr Wright explained that the council had seen no reason to object to the original application, and would view their comments when considering the amended application.

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

CC Cllr Fleming's report can be found at the end of the minutes; Appendix 1.

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

Cllr Piper asked if the Empty Homes Policy applies to privately owned properties, and if so, she would like to report a property within the parish that has sat empty for 18 months. Cllr Piper said she has previously reported it to Orwell Housing but no action has been taken. DC Cllr Warboys confirmed the policy applies to any unoccupied property, not just properties owned by BMSDC. He asked Cllr Piper to forward the details to him.

There being no further questions, Cllr Bradley thanked DC Cllr Warboys for his report.

**6. To reconvene the meeting – 7:49pm**

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Cllr Bradley proposed moving to agenda item 9 for which two members of the public were present. Approved unanimously.

(9. New Village Hall Working Group – permission to seek legal advice)

Following a meeting of the Working Group on 20<sup>th</sup> July 2022, attended by Cllr Wright, Cllr Hovey, the Clerk and two members of the Village Hall Committee, it was decided that there is a need to explore the Deed of Trust further to ascertain whether it allows the Parish Council to redevelop the site into affordable housing for rental only, to local qualifying residents. The Clerk had suggested approaching Ashtons Legal in Diss, having previously dealt with them in relation to property matters. Two members of the public present, who were also at the Working Party meeting as members of the Village Hall Committee, explained further that when the Trust was originally set up it was in the context of the village hall being sold off altogether as a village asset, and not for redevelopment. Cllr Wright proposed approving spending of up to £1,000.00 to seek clarification on the Trust Deed with Ashtons Legal. Seconded by Cllr Castle and approved unanimously.

**ACTION – Clerk to contact Ashtons Legal as above**

7:57pm two members of the public left the meeting.

**7. To receive the Chairman's report –** No report due to Cllr Cole's absence.

**8. To receive the Clerk's report & o/s actions from the last meeting (For information only) –** Babergh and Mid Suffolk Public Rights of Way Services have sent an order relating to FP21 (part) and FP22 (part) under Highways Act 1980 Section 119; Appendix 3.

BMSDC have advised that they have agreed to formally adopt the Redgrave Neighbourhood Plan:

[www.midsuffolk.gov.uk/RedgraveNP](http://www.midsuffolk.gov.uk/RedgraveNP)

An email has been received from SCC following completion of the Recommended Lorry Route Map review. W&B PC responded to the survey citing issues relating to property damage, road safety, and damage to the highway caused by HGV movements. The email advises that SCC have found no evidence to substantiate the issues reported by the council, and therefore there will be no changes to the recommended lorry route map as a result.

Councillors discussed the email but unfortunately agreed there is no evidence to send in response. Cllr Thornton suggested contacting Anglian Autoflow Ltd to politely request delivery drivers are asked to avoid certain roads, including Freezen Hill, Union Lane, and Marsh Lane. Councillors agreed with the suggestion.

**ACTION – Clerk to contact Anglian Autoflow Ltd as above**

**9. New Village Hall Working Group – permission to seek legal advice**

Discussed as above.

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

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

10.2 **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 - GRANTED

10.3 **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 - REFUSED

10.4 **To receive an update** for 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 -  
GRANTED

10.5 **To consider and discuss** APPLICATION FOR PLANNING PERMISSION – DC/22/02774.  
Full Planning Application – Erection of 3No dwellings including new vehicular access, with associated garage and parking, as amended by revised plans and reports received 20<sup>th</sup> July 2022. Land North of Willow Corner Cottage, Church Road, Wortham.  
The Planning Committee will view all comments on the planning portal to decide if they wish to add a new comment against the amended application, prior to the deadline of 10<sup>th</sup> August 2022.

DC/22/01863 – Following Cllr Bradley's request at the June 2022 meeting for confirmation of the access details regarding this application, the Clerk advised she has spoken to the Planning Officer who has provided a map; Appendix 4.

#### **11. Update on National Grid East Anglia GREEN Energy Enablement**

An email has been received from Jo Churchill MP advising that herself and 5 other local MPs met with Greg Hands MP, Minister of State, to outline their concerns, and strong preference for an offshore grid. Jo Churchill MP goes on to say she will continue to work with other members of the OffSET group to raise their concerns and those of the people they represent to Ministers. CC Cllr Fleming also emailed details of a joint united message from Suffolk, Essex and Norfolk County Councils condemning the current proposals.

#### **12. Update on extending the 30mph speed limit on the Mellis Road**

No update; deferred to next meeting.

#### **13. Update on speed limits within Wortham and Burgate**

No update; deferred to next meeting.

#### **14. Update on missing Signs on Magpie Green**

No update; deferred to next meeting.

8:21pm two members of the public left the meeting.

#### **15. MSDC Parish Trees, Hedgerows and Wildflowers Scheme 2022**

As part of a biodiversity action plan, and in repeat of the 2021 scheme, MSDC are offering trees and hedging for planting on land with public access, whether owned by a council, parish, or community group. There was a discussion on whether this scheme is appropriate for the parish due to the specific nature of the Commons. Cllr Wright suggested asking Richard Parmee, MSDC Biodiversity Officer whether the council could participate with the wildflower part of the scheme. DC Cllr Warboys said that Richard Parmee specialises in verges so would be able to advise whether this would be appropriate for Wortham or Burgate.

**ACTION – Clerk to contact Richard Parmee for advice as above.**

8:30pm DC Cllr Warboys left the meeting

#### **16. Standing Orders**

Deferred.

#### **17. Financial Regulations**

Deferred.

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## 18. Internal Control Statement

Deferred.

## 19. To sign the completed Neighbourhood CIL Expenditure Report

The Neighbourhood CIL Expenditure report 2021/22 was approved unanimously and signed by Cllr Bradley.

**ACTION – Clerk to submit report to MSDC.**

## 20. Accounts:

### 20.1 Account Balances as at 21<sup>st</sup> July 2022

20.1.1	Current Account	£20,178.16
20.1.2	Reserves Account	£71,780.21
20.1.3	Commons Account	£7,379.06

### 20.2 Account Payments

20.2.1	Jane Challis	July Salary	369.95
20.2.2	HMRC	July NIC payment	92.40
20.2.3	Jane Challis	Expenses	8.73
20.2.4	Niki Hinton	July Salary	97.50
20.2.5	Jane Challis	August Salary	369.95
20.2.6	HMRC	August NIC payment	92.40
20.2.7	Niki Hinton	August Salary	97.50
20.2.8	NGF Play	Play equipment maintenance	1113.22
20.2.9	Safe & Sound	Mole Control	60.00
20.2.10	Burgate Church Hall	July hire	24.00
20.2.11	Wortham Village Hall	PAT testing	39.00

### 20.3 Direct Debit Payments

20.3.1	O2	Mobile Phone (July)	29.62
20.3.2	HSBC	Bank Charges	8.00
20.3.3	EON NEXT	Pavilion Electricity (June)	272.05
20.3.4	EON NEXT	Pavilion Electricity (July)	271.75

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**Any additional payments/receipts received prior to the meeting:**

20.2.12	Tim Gaddis	Mowing inv. 232	165.00
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Proposed by Cllr Hovey that all payments be approved en bloc; seconded by Cllr Piper and approved unanimously.

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

**22.1 Playing Field Committee** – an issue with plumbing in the pavilion has been reported by a member of the Tennis Club. Cllr Piper said that she has received a report from a family outside of the parish praising the new play equipment.

**22.2 Commons Committee** – a meeting was held prior to the start of the main council meeting.

**22.3 Finance Representative** – Cllr Wright reported that she will be conducting the 6 monthly accounts check at the end of September.

**22.4 Employment Committee** – nothing to report.

**22.5 Planning Committee** – nothing further to report.

**22.6 New Village Hall Working Group** – nothing further to report.

**22.7 Platinum Jubilee Celebrations Working Group** – Cllr Bradley still needs photos from the event to send to Bruno Peek.

**22.8 VHMC** – nothing to report.

**22.9 Rights of Way** – nothing to report.

**22.10 Councillors:** - Cllr Baker reported that Palgrave Wanders football club have expressed an interest in using the pitch. There was a discussion about the amount to charge with Cllr Bradley confirming that the council previously agreed £35 per game. Cllr Odams advised that if the club wish to use the facilities in the pavilion, the hot water is currently turned off.

Cllr Thornton reported that a load of asbestos had been fly tipped in Slade Lane. He reported it to SCC and it has been removed.

Cllr Williams said that the Community Action Programme's bank account has been closed. There is approximately £130.00 which he would like to earmark for a Welcome Pack.

Cllr Grocott reported that the verges near Spears Hill need cutting.

Cllr Wright asked for an update on the dead willow tree overhanging the road opposite the Manor House. Cllr Williams advised that it was reported to SCC by the Clerk. SCC closed the report stating no action was required, so the Clerk will ask for the report to be reopened.

**22. Correspondence Received** – An email was received from a resident and shared with councillors prior to the meeting, regarding a suggested traffic signal-controlled pedestrian crossing outside the primary school. Cllr Grocott said he believed this had previously been investigated but Highways were reluctant to install such a crossing on an A road. He highlighted the two SID signs which are displayed on the A143 in four different locations within the 30mph limit. CC Cllr Fleming is also in discussion with SCC about the installation of the flashing light units outside the school.

**ACTION – Clerk to request update on school flashing light unit project.**

**23. To receive items for the next agenda** – nothing received.

**24. Date and time of next meeting** – the next meeting will be held on Tuesday 6<sup>th</sup> September 2022 in Burgate Church Hall at 7:30pm.

**Meeting Close** – 9:01pm

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**Chair, Wortham & Burgate Parish Council**

## County Councillor Report

July 2022



Councillor Jessica Fleming, Hartismere Division, Suffolk

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**Suffolk Archives Service in Bury** - The County Council is assessing options for its Bury archives service, which will either remain at its current location on Raingate St. which needs substantial building upgrades, or a new location at Western Way. The latter site is being developed for leisure, health, education and other services close to W. Suffolk College. It is expected to open in 2025. Input from stakeholders was sought last month and a decision will be made by Cabinet later this year.

**Council objects to EAG Norwich to Tilbury pylon proposals** - Suffolk County Council has strongly objected to the current proposals for NG's East Anglia GREEN pylon route while acknowledging that a new regional network is needed given the Government's targets for renewables and grid decarbonisation. A motion was passed in full council on 7<sup>th</sup> July committing to seek details on the offshore alternative to EAG, to continue to oppose the project as it stands, and to work with neighbouring counties Norfolk and Essex on a joint approach. Watch the debate (about 45 minutes in) on: [Suffolk County Council, County Council - 7 July 2022 - YouTube](#)

**Grass Verge Cutting Schedule** - Information regarding the grass cutting schedule for Suffolk is available on the SCC Website.

Please see the Suffolk Highways C & U schedule here : <https://www.suffolk.gov.uk/assets/Roads-and-transport/Grass-cutting-2022/Grass-Cutting-Programme-Target-Dates-2022-CU-roads-070422.pdf>

Please see the schedule for A & B Roads here : <https://www.suffolk.gov.uk/assets/Roads-and-transport/Grass-cutting-2022/Grass-Cutting-2022-Actual-Target-Dates-AB-roads-SCC-Website-Update-Ver-3-250522.pdf>

For further information on grass cutting policy refer to: <https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/trees-grass-and-weeds/grass-cutting/>

**HealthWatch Annual Report** – for anyone interested, the HealthWatch annual health report for 2021/22 is now published. This report includes work over the past year and statements from partners and system leaders: [Click here to download the report](#)

**Waste and Recycling** – a reminder to everyone to avoid contaminating the recycling waste stream with GLASS and BATTERIES especially, also NAPPIES. Glass contamination was up by 10% in 2020/21 at the Material Recycling Facility in Blakenham Batteries have caused two fires there in the last couple of weeks, also please see <https://www.circularonline.co.uk/news/research-three-times-more-fires-caused-by-batteries-in-waste-stream-than-previously-reported/>

## APPENDIX 2

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

July 2022

Development Committee Meeting 6 <sup>th</sup> July 22	<p>This discussed and approved:</p> <p>The application seeks a temporary (40 year) permission, to reflect the expected lifetime of the equipment to be installed, for the proposed development of a battery energy storage system (BESS), after which the site would be reinstated and returned to the existing agricultural use.</p> <p>This 1.44-hectare site is part of a huge transformation of MSD Countryside. It is adjacent to an approximately 25 hectare substation site and surrounded by hundreds of hectares of Photovoltaic Arrays.</p> <p>This BESS is one of two which are part of National Grids plans to balance the electricity supply.</p>
Canopy Survey Will T	<p>Coming on-line is the “national Tree Map” – this identifies all trees over 3m.</p> <p>Why is this important? B&amp;MSDC's Combined Urban Forest is 9.4%, it sequesters 53,288 tonnes of carbon every year and this is valued at over £13.6 million.</p> <p>In addition, annual pollution removal and annual avoided run off give a total of £63.6 million in benefits.</p> <p>Data will be available at ward level.</p> <p>Quantifying this significant asset will help in developing a strategy to improve and develop it and also to help protect it.</p> <p>Suggested ways forward:</p> <ul style="list-style-type: none"> <li>• Gap filling in existing habitat networks, increasing biodiversity</li> <li>• Increased tree diversity within the population (resilience to pests and disease)</li> <li>• Pollution interception – areas within 10m of a road.</li> <li>• Runoff reduction – areas at risk of flooding.</li> <li>• Suitable land to create woodland.</li> </ul> <p>To wet your appetites this is a useful link:</p> <p>Natural England Green Infrastructure mapping tools.  <a href="https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Map.aspx">https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Map.aspx</a></p>
Biodiversity Project Manager	<p>Richard Parmee, responsible for:</p> <p>Managing delivery of biodiversity action plan</p> <p>Tree and hedgerow planting scheme, applications out to parishes by the end of July 2022</p> <p>Wildflower meadows</p> <p>Changes to verge mowing regimes</p>
RAWS Recycling and waste strategy	<p>The Environment Act 2021 requires significant changes to Council waste services, building on the policies originally published in the Resource and Waste Strategy (RAWS) including:</p> <ol style="list-style-type: none"> <li>1. A consistent set of materials recycled across the country</li> <li>2. The introduction of Extended Producer Responsibility (EPR) making packaging producers responsible for the costs of collecting and processing it to drive reductions in packaging and improved design for recycling.</li> <li>3. A Deposit Return Scheme (DRS)</li> </ol> <p>Suffolk Waste Partnership have examined various options and proposed there will be five bins: refuse, 2 recycling paper and card separate to plastics, glass, metal cans and cartons, food and garden. Refuse collected three weekly, food weekly, garden fortnightly, recycling fortnightly but out of sync with residual – four week rotation.</p> <p>This is now being discussed and will be clarified this summer.</p>
MSDC Cabinet July 4th	<p>In addition to the approval of the Housing Revenue Account Business Plan for the next five years the cabinet also: delegated authority to the Assistant Director for Housing, in consultation with the Portfolio Holder for Housing to make minor changes to the Empty Homes Policy This was because there is a demand for housing in the Mid Suffolk District and long- term empty properties, at</p>

	present 528 in Mid Suffolk, which could otherwise be made available for; sale, rent or owner occupation are a wasted housing resource and give rise to complaints. Resources have been allocated to advise and support owners in bringing the properties in to use. As a last resort, a Compulsory Purchase Order (CPO) could be applied for and the Empty Homes Policy will help satisfy the Secretary of State of the process the Council has taken.
Locality Grant scheme 2022/23	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 <a href="https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-guidance/">https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-guidance/</a> . Please contact me in the first instance. I have already used some of the funding to support the Jubilee Celebrations throughout Gislingham ward.

Cllr. Rowland Warboys (Green Party)  
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