

# Wortham & Burgate Parish Council

Minutes of Wortham & Burgate Parish Council Playing Field Committee meeting, held in Wortham Pavilion on Wednesday 26<sup>th</sup> April 2023 at 7:00pm.

Councillors present: Barry Cole, Jacky Bradley, Carl Baker

In attendance: Jane Challis (Clerk)

1. **To appoint a Chair of the Playing Field Committee** – Cllr Bradley proposed Cllr Baker be appointed Chair of the Playing Field Committee, seconded by Cllr Cole, and approved unanimously, with one abstention (Cllr Baker).
2. **To consider accepting apologies for absence** – Apologies received from Cllr Piper and Cllr Ling (both prior commitments) 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** – 7:02pm - no members of the public present.
6. **Re-convene the meeting** - 7.03pm
7. **To receive the Clerk's report and any outstanding items/actions** –
  - WLTC Agreement – at the Annual Parish Meeting held on 4<sup>th</sup> April 2023, a request was made by WLTC for a formal agreement for their use of the pavilion. Councillors discussed what should be included within the Agreement in addition to basic housekeeping. Cllr Cole suggested the Clerk should also ask WLTC what they would like it to include. It was agreed for the Clerk to speak to WLTC, and write a Draft Agreement for approval at the next PF Committee meeting.
  - Village Hall Car Park – WLTC have asked for an update regarding the condition of the car park/driveway. They have received complaints from their members regarding the large number of potholes. Cllr Baker advised that it was planned for the Working Group to lay the planings this weekend, however there may not be enough, in which case approval to purchase more will need to be an agenda item at the next Parish Council meeting on 16<sup>th</sup> May 2023. He will advise further after the weekend.
  - Table Tennis table – the Village Hall are advertising table tennis hire, so should the table in the pavilion be removed to avoid a conflict of interest? Councillors discussed what action should be taken, and it was agreed to speak first to the Village Hall to ascertain ownership of the table in the pavilion, as this seems to be unclear.

**ACTION – Clerk to write Draft Agreement, and speak to the Village Hall regarding the table tennis table, as above.**

8. **To consider, discuss and agree to the Grass Cutting contract for the 2023 season**

The Clerk has approached four contractors, but so far only one has provided a quotation. After discussing, it was agreed to call another committee meeting in May, post elections, once all the quotations have been received.

9. **To consider, discuss and agree to the Mole Control contract for the 2023 season**

Despite trying to obtain multiple quotations, the Clerk has only received one, which is from the current contractor. However, the total annual cost for this service is below the amount requiring

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three quotations to be sought, as per FR 11.1 (i). After discussing, councillors agreed that they are very happy with the service received to date from the current contract, and so Cllr Cole proposed instructing them to continue for the 2023 season. This was seconded by Cllr Bradley and approved unanimously.

**ACTION – Clerk to advise contractor as above**

**10. To consider, discuss and agree maintenance works to the football pitch**

Tim Gaddis has advised that he is unable to provide advice on maintenance of the football pitch. Cllr Baker and the Clerk have been in contact with Suffolk FA who can provide grass pitch funding to Parish Councils, following an initial assessment of the pitch. Cllr Baker advised that Palgrave Wanderers Football Club will not using the pitch for the next season, which may affect the funding eligibility, but that it is definitely worth pursuing. Cllr Bradley said that if the pitch were improved it would attract other organisations including cricket clubs. After discussing further, it was agreed for the Clerk to pursue the assessment with Suffolk FA.

**ACTION – Clerk as above**

**11. To consider and discuss repair work to the pavilion**

A quotation was received in February 2022 for repair work to the pavilion, including the supply and fitting of five self-closing basin taps, three ceiling mounted photocells, and changing a tap to accommodate a hose fitment. The hose fitment has been added, but the other works are still outstanding. It was agreed to ask the electrician to assess all the outside lights when he conducts the review of the electrical supply between the pavilion and the Tennis Club, and to seek quotations for the plumbing work required.

**ACTION – Clerk as above**

**12. To receive items from councillors** – Cllr Bradley said she is very impressed by the outdoor tennis table on Fair Green playing field in Diss, which can be used by all ages, and suggested it would make a great addition to Wortham playing field. After discussing councillors agreed for Cllr Bradley to seek further information and quotations, to be presented at the next committee meeting. Cllr Cole suggested looking at carrying out permanent work to the Village Hall track, which would be beneficial to many people in the village. Councillors agreed this should be an agenda item for a future meeting. Cllr Cole also asked the Clerk to speak to WLTC regarding the additional pathway they requested approval for in September 2022. A decision had been delegated to the PF Committee, and WLTC were due to send further details including a diagram of the proposal.

**ACTION – Clerk as above**

**13. To discuss any correspondence received** – None.

**14. To receive items for the next agenda** – No further items received.

**15. Date and time of next meeting** – To be arranged at the Annual Parish Council Meeting 16<sup>th</sup> May 2023.

**16. Meeting Close** - 8.03pm

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