

Wortham & Burgate Parish Council

DRAFT Minutes of the ANNUAL Meeting of Wortham & Burgate Parish Council
held on Tuesday 16th May 2023 in Wortham Village Hall at 7.30pm

Councillors present: Barry Cole, Jacky Bradley, Chris Williams, Chris Grocott, Jenny Piper, Nick Castle, Richard Thornton, Carl Baker

In attendance: DC Cllr Warboys, Jane Challis (Clerk)

1. To elect a Chair and Vice Chair for 2023/24

Cllr Williams proposed Cllr Cole be elected Chair 2023/24. Seconded by Cllr Grocott and approved unanimously with 1 abstention (Cllr Cole).

Cllr Piper proposed Cllr Bradley be elected Vice Chair 2023/24. Seconded by Cllr Grocott and approved unanimously with 1 abstention (Cllr Bradley).

2. To sign Declaration of Acceptance of Office – all Councillors

Following the uncontested election on 4th May 2023, all councillors signed a new Declaration of Acceptance of Office, which were witnessed and signed by the Clerk. In addition, Cllr Cole and Cllr Bradley signed a Declaration of Acceptance of Office for Chair and Vice Chair respectively, which were again witnessed and signed by the Clerk.

3. Member's consent to receive summons electronically, and new Parish Register of Interest

All councillors gave their written consent to receive summons electronically to the Clerk, and confirmed they will complete a new Parish Register of Interest form for submission prior to the 28 day deadline.

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

Cllr Cole welcomed everyone to the meeting. Apologies received from Cllr Wright (prior engagement) were approved unanimously.

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

5.1 Parish Council Meeting held on Tuesday 4th April 2023 – Approval proposed by Cllr Williams; seconded by Cllr Thornton and approved unanimously.

5.2 Playing Field Committee Meeting held on Tuesday 26th April 2023 – Approval proposed by Cllr Bradley, seconded by Cllr Cole, and approved unanimously with 5 abstentions (councillors who were not present at the meeting).

6. To record declarations of Interest from members in any item to be discussed – None.

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

8. New Parish Councillor Co-option (Wortham)

Carl Baker was present having indicated he would like resume his role as a Parish Councillor, having previously held a seat prior to the elections on 4th May 2023.

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Cllr Piper proposed co-opting Carl Baker; seconded by Cllr Thornton and approved unanimously. Cllr Baker took a seat with the council, completed a Declaration of Acceptance of Office (witnessed and signed by the Clerk), provided written consent to receive summons electronically, and confirmed he would complete a new Parish Register of Interest form.

9. LGA Model Councillor Code of Conduct

Cllr Williams proposed approval of the LGA Model Councillor Code of Conduct, previously adopted by the council on 17th May 2022. Seconded by Cllr Castle and approved unanimously.

10. To appoint the Committees/Sub Committees/Working Groups 2023/24, and confirm first meeting dates and times

Planning Committee – Cllr Wright, Cllr Piper, Cllr Williams, Cllr Castle
Commons Committee – Cllr Williams, Cllr Bradley, Cllr Grocott, Cllr Piper, Cllr Thornton
Playing Field Committee – Cllr Bradley, Cllr Piper, Cllr Baker, Cllr Castle
Employment Committee – Cllr Bradley, Cllr Wright, Cllr Grocott

Village Hall Representative – Cllr Piper
Rights of Way – Cllr Williams (Burgate), Cllr Grocott (Wortham)
Tree Warden – David Appleton

First meeting dates/times:

Planning Committee – Wednesday 24th May 2023 at 7:30pm Wortham Pavilion
Commons Committee – Wednesday 24th May 2023 at 7pm Wortham Pavilion
Playing Field Committee – Wednesday 24th May 2023 at 6pm Wortham Pavilion

The above appointments and first meeting dates/times were approved unanimously.

11. To adjourn the meeting for public participation – 7:48pm

5.1 To receive residents' questions or comments – No members of the public present

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 his report, a copy of which can be found at the end of the minutes; Appendix 2. In addition, DC Cllr Warboys read out a letter received from the Suffolk Preservation Society regarding their concerns with planning application DC/23/01492 Marsh Cottage, IP22 1PN. This application has not been received by the Clerk so an extension will be confirmed with MSDC, and it will be included for discussion at the Planning Committee meeting on 24th May 2023.

DC Cllr Warboys also advised that the Minister for Nuclear and Networks at the Department for Energy Security, is due to visit Suffolk MPs regarding National Grid's East Anglia GREEN Energy Enablement proposal.

There being no questions Cllr Cole thanked DC Cllr Warboys for his report.

12. To reconvene the meeting – 8:08pm.

13. To receive the Chairman's report

Cllr Cole welcomed the new council, expressing thanks to councillors who chose to stand for re-election, and also to those who retired on 9th May 2023.

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14. To receive the Clerk's report & o/s actions from the last meeting (For information only) –

- Cllr Odams has given his resignation with immediate effect, so there are currently 3 parish councillor vacancies.
- 40mph speed zone on Mellis Road – due to Highways not extending the 30mph zone as far as councillors would have liked, the clerk asked if a 40mph could be considered in addition. Highways have advised that they do not believe it would meet Suffolk's Speed Limit Policy, so will proceed with the movement of the 30mph sign only.
- It has been brought to the Clerk's attention that the Wayleave details have not been updated. The Clerk will update and amend the Land Registry documents too.
- MSDC are arranging more holiday activities for children eligible for free school meals: [May Holiday Activities \(office.com\)](#).
- Aura Solar Farm - an online public consultation in being held on 23rd May 2023 regarding the proposed solar farm: www.aurapower.com/uk-projects/marsh-lane

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

15.1 To receive an update on Oak Trees Burgate – MSDC Heritage & Planning Compliance have advised that they are looking at out sourcing a number of their longstanding cases, which will most likely include this one, which will hopefully secure some long-term progress towards a resolution.

15.2 To receive an update PLANNING APPEAL APP/W3520/W/22/3303880 – Full Planning Application – Use of land for stationing of 23No 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**

15.3 To receive an update - PLANNING APPEAL APP/W3520/W/22/3309930 – Application for Outline Planning Permission (Access Points to be considered, Appearance, Landscaping, Layout and Scale to be reserved) Town and Country Planning Act 1990 (as amended) – Erection of 1No detached self-build dwelling and garage. Land Adjacent Magpie Lodge, Redgrave Road, Wortham, IP22 1RG – **AWAITING DECISION**

15.4 To receive an update – APPLICATION FOR PLANNING PERMISSION – DC/23/00930 Full Planning Application: Conversion and extension to holiday let, to form 1No dwelling. Change of use for part of the existing dwelling to provide a holiday let at Old Maria's Cottage, Long Green, Wortham, IP22 1RD – **AWAITING DECISION**

15.5 To receive an update – PLANNING APPEAL APP/W3520/W/22/3310967 – Application for Outline Planning Permission (Access Points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning Act 1990 (as amended) – Erection of 5No detached dwellings and garages. Location: Honey Pot Farm Caravan Park, Bury Road, Wortham, IP22 1PW – **AWAITING DECISION**

15.6 To consider and discuss – DC/23/01200 APPLICATION FOR PLANNING PERMISSION – Householder application – Erection of single storey rear extension (following demolition of conservatory). Erection of porch; insertion of new window and door openings. Amendments to window and door fenestrations. Addition of insulating render to west range; Repositioning oil tank; erection of 2 bay cart lodge. Glebe Farm, Long Green, Wortham, IP22 1RD.

After discussing, Cllr Castle proposed the council record a neutral response to this application. Seconded by Cllr Williams, and approved unanimously.

ACTION – Clerk to add neutral response to DC/23/11200 as above.

16. National Grid East Anglia GREEN Energy Enablement

The Essex Norfolk Suffolk Pylon Group have sent an email suggesting their supporters contact Ofgem, who in their opinion, are not fulfilling their responsibility by correctly assessing the East Anglia GREEN Energy Enablement proposals.

Councillors discussed what action the council should take, noting that the next non statutory consultation, due to start late Spring/early Summer, has yet to be announced. After further discussion, it was unanimously agreed to write to the Minister of State reiterating the council's objection.

ACTION – Clerk to write to the Minister of State as above.

17. Electricity meter at the pavilion update – Terence Jenner from Freeman & Jenner Electrical Ltd met with the Clerk to clarify the council's requirements, and will now arrange to carry out a full assessment. He has requested the council provide permission for him to discuss the supply with UK Power Networks following their recent site visit.

18. Common Land outside Wortham Primary School –the school have confirmed that the Head is happy to arrange a meeting date with the Clerk and Cllr Wright to discuss the parking, but a date is yet to be confirmed.

19. Village Hall Car Park update, including approval to purchase additional planings and associated expenditure

Cllr Thornton advised that having assessed the work required with Cllr Baker, approximately 10 additional tonnes of planings are required.

Cllr Bake proposed approval of expenditure up to £500 to purchase additional planings from TG Askew. Seconded by Cllr Grocott and approved unanimously.

ACTION – Clerk to order 10 tonnes of planings as above, and pass on Cllr Thornton's contact details regarding delivery.

20. Accounts:

20.1 Account Balances as of 11th May 2023

20.1.1	Current Account	£48,843.48
20.1.2	Reserves Account	£72,195.19
20.1.3	Commons Account	£9,809.10

20.2 Account Payments

20.2.1	Jane Challis	May Salary	477.46
20.2.2	HMRC	May NIC payment	119.36
20.2.3	Niki Hinton	May Salary	97.50
20.2.4	Safe & Sound	April Mole Control	60
20.2.5	Wortham Village Hall	April Hire	22.00
20.2.6	SALC (Suffolk Ass. Local Councils	Annual Subscription	404.45
20.2.7	SALC (Suffolk Ass. Local Councils	Training Invoice	36.00

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20.3 Direct Debit Payments

20.3.1	O2	Mobile Phone	29.62
20.3.2	HSBC	Bank charges April	8.00

20.4 Receipts

20.4.1	MSDC	Precept	9650.01
20.4.2	MSDC	Neighbourhood CIL payment	6631.12

Any additional payments/receipts received prior to the meeting:

20.2.8	J. Bradley expenses	Hose for pavilion	29.99
20.2.9	J. Challis	Holiday pay	587.84
20.2.10	N. Hinton	Holiday pay	144.00
20.2.11	HMRC	PAYE/NIC	146.96

Proposed by Cllr Piper that all payments be approved en bloc; seconded by Cllr Thornton, and approved unanimously with 1 abstention against payment 20.2.8 (Cllr Bradley).

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

21.1 Playing Field Committee – Cllr Bradley advised that she has been investigating quotations for an outdoor table tennis table, which will be discussed at the meeting on 24th May 2023.

21.2 Commons Committee – Nothing to report.

21.3 Finance Representative – Nothing received.

21.4 Employment Committee – Nothing to report.

21.5 Planning Committee – Cllr Castle requested the Clerk speak to MSDC regarding planning consultation requests that have not been received.

21.6 New Village Hall Working Group – Nothing received.

21.7 VHMC – Nothing to report.

21.8 Rights of Way – Cllr Castle has received a report from a resident regarding an area of common land that they have been using to walk to the school in order to avoid crossing or walking along the A143. The route includes a footbridge over two ponds, however another resident has said this area of common land cannot be used as a footpath and has removed the bridge. Cllr Grocott has spoken to the second resident requesting they provide permission to use this crossing, but they have refused. Cllr Castle will speak to the first resident again and report further at the next meeting.

21.9 Councillors: Cllr Bradley reported that Suffolk Wildlife Trust are running various courses which are worth councillor's consideration.

22. Correspondence Received – Cllr Cole has been contacted by the Clerk to Redgrave PC regarding their Green Redgrave sub-committee group. The group has asked if any members of W&B PC are involved in the Energy sector. Cllr Cole asked the Clerk to request further information following councillor's confirmation that no one specialises in this field.

Cllr Grocott raised concern that the verges on Spiers Hill and Magpie Green are causing an obstruction and need to be cut. He will raise a report with Suffolk Highways.

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- 23. Training** – SALC have announced a new format for New Councillor training. The training will now consist of two online sessions, each one lasting two hours, at a total cost of £60 plus VAT (for both sessions). It was approved unanimously for Cllr Castle to book the training once suitable dates are announced, with 1 abstention (Cllr Castle).
- 24. To receive items for the next agenda** – nothing received.
- 25. The next meeting will be held on 20th June 2023 at 7:30pm in Burgate Church Hall.**

Meeting Close – 9:16pm

