

Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council
held on Tuesday 4th April 2023 in Wortham Village Hall at 7.30pm

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

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

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

Cllr Cole welcomed everyone to the meeting. Apologies received from Cllr Odams and Cllr Ling (both prior engagements) were approved unanimously.

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

2.1 Parish Council Meeting held on Tuesday 7th March 2023 – Approval proposed by Cllr Bradley; seconded by Cllr Wright and approved unanimously.

2.2 Planning Committee Meeting held on Tuesday 7th March 2023 – Approval proposed by Cllr Williams, seconded by Cllr Wright, and approved unanimously with 4 abstentions (councillors who were not present at the meeting).

7:32pm Cllr Baker arrived.

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

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

5. To adjourn the meeting for public participation – 7:33pm

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 sent her report in advance of the meeting, a copy of which can be found at the end of the minutes; Appendix 1.

East Anglia GREEN Energy Enablement – in addition to her report CC Cllr Fleming said that she has recently met with Norfolk County Councillors to discuss the proposal. They are in agreement with the objections raised by Suffolk County Council, and share concerns regarding the route west of Diss that passes through the Upper Waveney Valley. They do not believe National Grid are treating this area with the same consideration as other ANOB or SSSI sites. Another meeting is planned to be held soon after which CC Cllr Fleming will report further.

There being no questions Cllr Cole thanked CC Cllr Fleming for her report and she left the meeting at 7:40pm.

DC Cllr Warboys sent his report in advance of the meeting, a copy of which can be found as an addendum at the end of the minutes; Appendix 2.

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

6. To reconvene the meeting – 7:50pm

7. To receive the Chairman's report – Nothing to report.

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

- The dead willow tree opposite the Manor House has been reported again. No update as yet.
- Elections: All completed nomination forms received from councillors wishing to stand again were delivered to the mobile Electoral Stations, by the Clerk prior to the deadline of 4th April 2023. We will shortly receive a notice advising whether the election is contested or uncontested. Retiring councillors will stand down on 9th May 2023, and the new council will take office.
- Tim Gaddis has advised that he does not deal with football pitch maintenance, so alternative advice needs to be sought. In addition the grass cutting quotations and mole control for 2023 need to be agreed, so an urgent meeting of the Playing Field Committee needs to be held.
- WLTC have now kindly removed their items from the pavilion.
- BMSDC have advised that they are holding a Joint Local Plan Modifications Consultation 16th March- 3rd May 2023. The details have been forwarded to councillors, to advise the Clerk if they have any comments they wish to submit.

ACTION – Clerk to pursue action against the willow tree, and arrange a meeting of the Playing Field Committee.

7:55pm DC Cllr Warboys left the meeting

9. East Anglia GREEN Energy Enablement update

In addition to the update received from CC Cllr Fleming, the Clerk reported that National Grid have advised that their non-statutory consultation which is due to be held late spring/early summer 2023, will include details of the proposed placement of the pylons.

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 APPLICATION FOR LAWFUL DEVELOPMENT CERTIFICATE (EXISTING) – DC/22/06319. Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a planning condition. Town and Country Planning Act 1990 (as amended)- Continued use of land used for an airstrip and taxiways, and buildings used for hangarage of aircraft and associated storage. Brook Farm, Mellis Road, Burgate, IP22 1QB – **GRANTED**

10.3 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**

10.4 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**

10.5 To receive an update - APPLICATION FOR AGRICULTURAL DETERMINATION _ DC/23/00817 – Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 6, Class A – Erection of steel framed agricultural storage building. Location: The Rookery, Bury Road, Wortham, Diss, Suffolk, IP22 1RB – **FORMAL APPROVAL NOT REQUIRED**

10.6 To receive an update – APPLICATION FOR PLANNING PERMISSION – DC/23/00130 Planning Application – Erection of replacement 3 bed bungalow (following demolition of existing 3 bed bungalow) Valley View, Redgrave Road, Wortham, Diss, Suffolk, IP22 1R – **GRANTED**

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10.7 To consider and discuss – 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.

After discussing, Cllr Wright proposed the Council object to this application in principle due to the scale of the proposed extension, but seek further protocol advice from the Planning Department Case Officer before the comment is submitted. Seconded by Cllr Piper and approved unanimously.

10.8 To consider and discuss – 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.

After discussing, Councillors unanimously agreed they have no further comments to add against their original objection to this application.

ACTION - DC/23/00930 – Clerk to add objection, as above, PLANNING APPEAL APP/W3520/W/22/3310967 Clerk to advise Planning Inspectorate as above

11. To consider and approve proposed relocation site of 30mph sign on Mellis Road

Suffolk Highways have proposed an extension of the 30mph limit on Mellis Road from its current starting point by Howard's Close, to just past the Mellis side of Brook Lane.

Councillors were disappointed that the proposed extension does not reach as far as the Burgate junction, and wished to make Suffolk Highways aware of this, however after discussing further they unanimously agreed to provide their consent. They also requested the Clerk ask Suffolk Highways if a 40mph zone could be implemented bearing in mind the new 30mph zone will not extend as far towards Mellis as the Council would like.

ACTION – Clerk to advise Suffolk Highways as above

12. Electricity meter at the pavilion update – Freeman & Jenner Electrical Ltd have agreed to conduct a survey of the electrical supply to the pavilion and Tennis Club. This will be carried out in the next fortnight. The Clerk will provide the electricity costs for the last two years with their report once received.

13. Common Land outside Wortham Primary School – no further update; waiting for the school to confirm a meeting date with the Clerk and Cllr Wright to discuss the parking.

14. To consider and discuss renewal of Parish Council mobile phone

After discussing, it was agreed unanimously not to renew the Parish Council mobile phone. The Clerk will use her own mobile phone which will not incur any additional costs or charges.

15. Post Office Road Maintenance and Repairs update – the preferred contractor approved at the meeting held on 4th April 2023 has provided pricing details for a concrete grid system as requested. In addition, they have also provided details and costs for the options of hot bitumen and stone, and stone mastic asphalt. After discussing, Cllr Williams proposed approving the concrete grid system, seconded by Cllr Piper, and approved unanimously.

ACTION – Clerk to instruct contractor as above

16. Village Hall Car Park update

No work has been carried out due to conditions being too wet. Cllr Thornton will take over lead on organisation of a working party with Cllr Baker and Cllr Grocott. The Tennis Club have advised that some of their members have also volunteered their assistance if required.

ACTION – Cllr Thornton as above.

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17. King's Coronation May 2023 – to consider arrangements/approve any items of expenditure

The beacon will be lit on Sunday 7th May at approximately 9:30pm, and residents are invited to gather on the common to mark the occasion. Details have been advertised in the Parish Magazine. Cllr Wright has contacted Starwings Brewery who are unfortunately unable to attend on this occasion.

18. Accounts:**18.1 Account Balances as of 30th March 2023**

18.1.1	Current Account	£35,200.86
18.1.2	Reserves Account	£72,038.52
18.1.3	Commons Account	£9,787.81

18.2 Account Payments

18.2.1	Jane Challis	April Salary	477.46
18.2.2	HMRC	April NIC payment	119.36
18.2.3	Niki Hinton	April Salary	97.50
18.2.4	Suffolk Cloud	Annual Website hosting 2023/24	110.00
18.2.5	Gallaghers	PC Insurance 2023/24	1182.32
18.2.6	Worham Village Hall	March hire	22.00

18.3 Direct Debit Payments

18.3.1	O2	Mobile Phone March	29.62
18.3.2	HSBC	Bank charges March	8.00

18.4 Receipts

18.4.1	WLTC	Rent 2022/23	880.00
18.4.2	WLTC	Electricity usage	1355.51

Any additional payments/receipts received prior to the meeting:

18.2.7	Safe & Sound	Mole control March	60.00
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Proposed by Cllr Wright that all payments be approved en bloc; seconded by Cllr Hovey and approved unanimously.

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

19.1 Playing Field Committee – Meeting of the committee to be arranged asap. Cllr Baker suggested 12th April at 7pm in the pavilion. Members of the committee will check their availability and advise the Clerk.

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19.2 Commons Committee – Nothing to report; a meeting will be called in May post elections.

19.3 Finance Representative – Year end accounts due to be checked shortly.

19.4 Employment Committee – Cllr Bradley is trying to obtain a hose to make cleaning of the changing rooms easier.

19.5 Planning Committee – Nothing further to report.

19.6 New Village Hall Working Group – Cllr Wright has looked into Community Grants but needs to discuss further with the Village Hall because it may be something that they need to instigate.

19.7 VHMC – The Quiz Night held in the Village Hall on 18th March 2023 was a great success.

19.8 Rights of Way – Nothing to report, although Cllr Williams commented that he has noticed a big increase in members of the public driving to, and parking in Burgate, in order to walk their dogs.

19.9 Councillors: Cllr Castle reported that a number of cars appear to have been abandoned near Burgate Church Hall. Cllr Bradley said she would report them to Highways. Cllr Thornton said the ditch near the bottle bank needs to be cleared, and made arrangements with Cllr Grocott to do the work. Cllr Bradley said a litter pick will take place on the 21st, 22nd, and 23rd April 2023.

20. Correspondence Received – an enquiry has been received from a resident of a nearby parish regarding grazing land available to purchase or rent. The Clerk will reply with details of the common grazing available. The resident who previously made contact regarding a Community Orchard and Dark Sky site, has asked again whether either would be possible. The Clerk has reiterated that due to the nature of the common land owned by the Parish Council, there is nowhere suitable for a community orchard, and that the Council does not wish to lead on an application for Dark Skies certification. This is however something that can be done by an individual as well as group, and an application would need to be submitted to the International Dark Sky Association.

21. Training – the Clerk has been unable to book the Audit training approved at the previous meeting because the Parish Council does not use SALC to conduct the internal audit. The Clerk asked for approval to book SALC's Contracts and Procurement training on 22nd June 2023, at a cost of £30.00 plus VAT. Approved unanimously.

ACTION – Clerk to book training as above.

22. To receive items for the next agenda – nothing received.

23. The Annual Parish Council Meeting will be held on 16th May 2023 at 7:30pm in Wortham Village Hall.

Meeting Close – 8:45pm

