

# Wortham & Burgate Parish Council

Minutes of the Meeting of Wortham & Burgate Parish Council  
held on Tuesday 17<sup>th</sup> January 2023 in Wortham Village Hall at 7.30pm

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

In attendance: 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.

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

2.1 Parish Council Meeting held on Tuesday 29<sup>th</sup> November 2022 – Approval proposed by Cllr Hovey; seconded by Cllr Bradley 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 –** Cllr Cole and Cllr Williams declared a non-pecuniary interest against agenda item 11.4. Cllr Ling declared a non-pecuniary interest against agenda item 9. Councillors agreed unanimously that Cllr Cole, Cllr Williams, and Cllr Ling could participate in the discussions for the items they had made a declaration against, but abstain from voting.

**4. To consider dispensations from members in any item to be discussed –** See agenda item 3.

**5. To adjourn the meeting for public participation – 7:32pm**

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

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

CC Cllr Fleming read highlights from her report, which had been sent prior to councillors prior to the meeting; Appendix 1. In addition, CC Cllr Fleming advised that she has written a letter of support against agenda item 11.4.

7:37pm DC Cllr Warboys arrived.

Cllr Cole proposed moving to agenda items 12 and 13; agreed unanimously.

(12. Update on School Flashing Light Units on A143)

CC Cllr Fleming reported that one of the lights is broken and a replacement due. The timing of the flashing lights will default to the county wide setting unless the school requests otherwise.

(13. Update on extending the 30mph speed limit on the Mellis road)

Progressing: CC Cllr Fleming reported that the County Council has conducted speed testing which has confirmed speeds close to 60mph on the Mellis road. Suffolk Police have confirmed their support of the speed limit extension.

There were no questions from councillors. Cllr Grocott thanked CC Cllr Fleming for all of her help with both items.

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

There were no questions from councillors and Cllr Cole thanked CC Cllr Fleming and DC Cllr Warboys for their reports.

**6. To reconvene the meeting – 7:55pm**

7:56pm CC Cllr Fleming left the meeting.

**7. To receive the Chairman's report –** a report has been received of builders parking their vans on the area of common outside the school. They are working on a site near Cherry Tree Close which it appears may be ongoing for 9-12 months. Cllr Cole has spoken to the Head of Wortham Primary School who has subsequently spoken to the Foreman, and they are now parking elsewhere.

**8. To receive the Clerk's report & o/s actions from the last meeting (For information only) –** EN020027 East Anglia GREEN EIA Scoping Notification and Consultation – the approved response from the Parish Council was submitted to the Planning Inspectorate by the 5<sup>th</sup> December 2022 deadline, and an acknowledgment received. Appendix 3.  
ESN Pylon Group Visual Impact Map – the identified locations were collated and added to the map.

**9. Aura Power Solar Farm –**

Palgrave Parish Council are keen to create a joint Working Group and arrange a date for the first meeting. After discussing, councillors agreed that they need to wait until a formal planning application consultation request is received for the proposed solar farm development, before deciding the council's collective response, and whether a Working Party is therefore appropriate.

**ACTION – Clerk to advise Palgrave Parish Council Clerk as above**

**10. Donation requests –**

10.1 Wortham and Burgate PCC requests. A request has been received from Wortham and Burgate PCCs for a donation towards maintenance of the churchyards. After discussing, Cllr Wright proposed a donation of £450 to each PCC. Seconded by Cllr Thornton and approved unanimously.

**ACTION – Clerk to arrange donations as above**

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

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

11.2 **To receive an update** for 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 – **AWAITING DECISION**

11.3 **To receive an update for** Application for Approval of Reserved Matters DC/22/05607, following Outline Planning Permission DC/22/00655 dated 15/07/22. Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) Submission of details for Appearance, Scale, Layout and Landscaping – Erection of 4No. dwellings. Land at Honeypot Farm, bury Road, Wortham, IP22 1PW - **WITHDRAWN**

11.4 **To consider and discuss** 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.

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After discussing councillors agreed that there is no reason to object to this application. Cllr Wright proposed the council support the application; seconded by Cllr Bradley and approved unanimously with 2 abstentions.

**ACTION – Clerk to add comment against DC/22/06319 to MSDC Planning Portal as above**

**12. Update on School Flashing Light Units on A143**

As above.

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

As above.

**14. Update on electricity meter at the Pavilion -**

The Clerk reported that EON have read the meter and confirmed there is a £954.00 refund due. The charges were previously being calculated on estimates. They have suggested fitting a Smart meter to ensure accurate remote readings. Pricing and further details have been requested. A surveyor from UK Power Networks is conducting a site visit tomorrow morning, due to the one scheduled for 12<sup>th</sup> December 2022 being cancelled. Cllr Williams agreed to be present for the site visit, with the Clerk.

**15. Green outside Wortham Primary School**

Further to discussions at the last meeting, Cllr Ling prepared a site plan with proposed renovations/parking improvements to the area of common land outside the school, which he presented to councillors. A lengthy discussion ensued with the following points raised: Recent weeks indicate that it is not only the school using the area for parking. Green spaces should be preserved and we should be encouraging people to walk more. There are public liability concerns against it being used as a parking area. Alternative options need to be investigated, such as a phased school drop off system, and time-controlled traffic lights which would also encourage parents to park at the pavilion instead. Could signage such as 'park here at your own risk' be erected. Could the council approach the school, and possibly immediate residents, to see if they would be interested in purchasing the area of land, and therefore being wholly responsible and liable. Councillors discussed the idea of selling, or possibly leasing, the area of land to the school or residents further, with an initial letter to the school being suggested in order to ascertain their interest. There were however concerns over the implications of the council losing control of the land, and whose responsibility it is to resolve the parking issues outside of the school. It was agreed to speak to the insurance provider regarding public liability concerns and find out more on the implications of a 90 year full repairing lease, before discussing further. Cllr Cole thanked Cllr Ling for the plans he had prepared.

**ACTION – Clerk to speak to insurance provider and look at leases as above**

**16. King's Coronation May 2023**

Councillors agreed the Parish Council will arrange an event to celebrate the King's Coronation, possibly a picnic on the common on the 8<sup>th</sup> May. The beacon will also be lit although there appears to be no official lighting of the beacons as there was for the Queen's Platinum Jubilee. A Working Group will be arranged.

**17. To consider and approve Budget 2023/24**

A draft budget 2023/24 was prepared by the Clerk and forwarded to councillors prior to the meeting. After discussing, Cllr Williams proposed approval of the Budget 2023/24; seconded by Cllr Wright and approved unanimously.

**ACTION – Clerk to update and publish Budget 2023/24**

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### 18. To consider and approve Precept request 2023/24

After discussing and taking into account the approved Budget 2023/24, Cllr Williams proposed a precept request of £19,300.00 for 2023/24. Seconded by Cllr Baker and approved unanimously. Cllr Cole (Chair) and the Clerk signed the completed Precept request form.

**ACTION – Clerk to submit completed precept request form to BMSDC by 31<sup>st</sup> January 2023 deadline.**

### 19. Accounts:

#### 19.1 Account Balances as of 12<sup>th</sup> January 2023

19.1.1	Current Account	£38,171.76
19.1.2	Reserves Account	£71,921.92
19.1.3	Commons Account	£7,393.63

#### 19.2 Account Payments

19.2.1	Jane Challis	January Salary	397.75
19.2.2	HMRC	January NIC payment	99.60
19.2.3	Niki Hinton	January Salary	97.50
19.2.4	Safe & Sound	Mole control November 8804	60.00
19.2.5	Safe & Sound	Mole Control December 8872	60.00
19.2.6	Wortham Village Hall	November hall hire	22.00

#### 19.3 Direct Debit Payments

19.3.1	HSBC	Bank Charges	8.00
19.3.2	O2	Mobile Phone Dec	29.62
19.3.3	O2	Mobile Phone Jan	29.62

#### 19.4 Receipts

19.4.1	DEFRA	Rural Payments Agency	2,380.00
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**Any additional payments/receipts received prior to the meeting:**

19.2.7	C. Grocott Expenses	Padlocks for new Magpie Green sign	20.00
19.2.8	Jane Challis	February Salary	397.75
19.2.9	HMRC	February NIC payment	99.60
19.2.10	Niki Hinton	February Salary	97.50

Proposed by Cllr Hovey that all payments be approved en bloc; seconded by Cllr Baker and approved unanimously with one abstention against item 19.2.7.

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

**20.1 Playing Field Committee** – nothing to report.

**20.2 Commons Committee** – nothing to report.

**20.3 Finance Representative** – a meeting was held with the Clerk prior to the meeting, to discuss the draft Budget 2023/24.

**20.4 Employment Committee** – Review meetings will be held in early February.

**20.5 Planning Committee** – a meeting of the Planning Committee will be arranged by March.

**20.6 New Village Hall Working Group** – Cllr Hovey reported that he has contacted Ashtons Legal, and is waiting for their confirmation as to whether or not they are in possession of the original Deed for the village hall.

**20.7 VHMC** – nothing to report.

**20.8 Rights of Way** – Asbestos has been fly tipped near Stubbings Entry, as well as some old fridges on the concrete pad area. Cllr Bradley said she will report them and arrange for their removal.

**20.10 Councillors:** - Cllr Baker asked the Clerk to ensure the Football Club Agreement and invoicing are up to date. Cllr Wright said that despite a report being raised with Suffolk Highways, no action has been taken regarding the dead willow tree opposite the Manor House.

**ACTION – Clerk to follow up Highways report raised regarding the willow tree, and ensure invoicing is up to date as above.**

**21. Correspondence Received –**

An email has been received from a resident regarding parking issues outside of Wortham Tea Rooms, and repairs/improvements required to the gravel track and broken signage and posts. The Clerk will advise that improvements requested by way of installation of disabled parking bays and electric vehicle charging points, are not the Parish Council's responsibility, but the repairs to the track and broken posts will be investigated and discussed further at a future meeting.

An email has been received regarding maintenance of an area of land in Long Green. After discussing, it was agreed for the Clerk to reply to confirm the Parish Council is happy for the resident to maintain the land.

An email has been received, further to the correspondence as per the minutes of 18<sup>th</sup> October 2022, regarding a community orchard and Dark Skies certification. After discussing it was agreed for the Clerk to advise the resident that due to the nature of the common land owned by the Parish Council, there is nowhere suitable for a community orchard project. Regarding the Dark Skies certification, if the resident wishes to nominate a site as a Dark Sky Place, they need to submit a written application to the International Dark Sky Association. This can be done by an individual as well as a group.

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9:25pm DC Cllr Warboys left the meeting.

**22. To receive items for the next agenda –** none received.

**23. To agree date and times of 2023 meetings –** the next meeting will be held on Tuesday 7<sup>th</sup> March 2023 in Wortham Village Hall at 7:30pm. The Clerk will circulate proposed meeting dates for 2023/24 to councillors for approval at the next meeting.

**Meeting Close –** 9:31pm

