

Wortham & Burgate Parish Council

Minutes of the Parish Council Meeting of Wortham & Burgate Parish Council held on Tuesday 7th December 2021 at Wortham Village Hall at 7.30pm

Councillors present: Barry Cole (Chair), Carl Baker, Jacky Bradley, Ian Hovey, David Ling, Mike Odams, Jenny Piper, Richard Thornton, Tom White and Chris Williams

In attendance: Councillor Warboys, 1 member of the public and Jane Wright (Clerk)

1. To consider accepting apologies for absence -

Councillor Grocott - Unable to attend, Councillor Wright - Personal commitment - Unanimously accepted.

2. To approve the minutes of previous Parish Council meetings -

2.1 October Parish Council Meeting - Proposed IH, seconded SW - Unanimously approved

2.2 November Playing Field Committee Meeting - Proposed MO, seconded JP - Unanimously approved

2.3 November Commons Committee Meeting - Proposed CW, seconded JB - Unanimously approved

3. To record declarations of interest from members in any item to be discussed - Councillor

Bradley - Item 12 Personal and prejudicial - Councillor Bradley to leave the meeting when item 12 is discussed

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

5. To adjourn the meeting for public participation - 7.35pm

5.1 To receive residents' questions or comments - A member of the public had contacted the Parish Council via email and was invited to attend the meeting in order to address the issues he had raised. The issues raised related to the speed of traffic joining the Mellis Road from the A143 and the continuation of speeding vehicles on the Mellis Road. This issue has unfortunately been a problem for sometime and there is no quick fix. Cuts in funding have not helped and it was made clear that the Parish Council do not have the power to move speed limit signs, and the County Council is also limited in what it can do legally. The Police do not have the manpower to deal with speed issues, however the Community Engagement Officer will be invited to attend a future meeting to address these concerns. Further details at item 10

5.2 To receive reports from District & County Councillors - Councillor Warboys report was circulated prior to the meeting. See Appendix 1

6. To reconvene the meeting - 8.16pm

7. To receive the Chairman's report - The Chairman reported that Jane Wright, Parish Clerk has tendered her resignation. Jane has agreed to carry on her duties until the end of March 2022, unless a suitable replacement is appointed in the meantime.

8. To receive the Clerk's report & o/s actions from the last meeting (For information only) - The application to nominate The Manor House as an Asset of Community Value has been submitted. Clerk contacted the previous landlord to seek approval for MSDC to use photos etc to assist with the application and an outcome should be reached by 23rd December 2021.

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

9.1 To receive an update on Oak Trees, Burgate - No update from MSDC, however the Parish Council was advised that the pile of rubbish had been cleared. Access to the layby and the illegal caravan are still an issue. Clerk to forward the enforcement notice details to Councillor Warboys.

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Chair, Wortham & Burgate Parish Council

Wortham & Burgate Parish Council

9.2 To receive an update on application DC/21/04933 for Planning Application - Erection of single storey commercial glasshouse. Location: Howard and Kooij Nurseries, Bury Road, Wortham, IP22 1PX - Granted

9.3 To receive an update on application DC/21/05672 - Proposal: Householder Application - Erection of outbuilding to rear garden to provide hobby / games room. Location: Willow House, Post Office Row, Long Green, Wortham Suffolk IP22 1PP - No update

9.4 To receive an update on application for larger Householder extension - DC/21/05577 Proposal: Notification for Prior Approval for a Proposed Larger Home Extension: - Rear flat roof extension on north side of property to house new kitchen and pantry Location: Willowdale, Low Road, Wortham, Suffolk IP22 1SQ - Formal approval not required

9.5 To receive an update on application for planning permission - DC/21/06123 Householder application - New balcony to existing first floor studio to outbuilding Hegelians Barn, Little Green, Burgate, Suffolk IP22 1QQ - No update

- 10. To consider and discuss Speeding issues along Mellis Road and A143** - The '20's plenty' signs should help with the speeding issues along the A143, but unfortunately there is no date for installation. Following the lengthy discussion at item 5.1, an email will be sent to Jessica Fleming requesting that street furniture be made available to add the SID to the Mellis Road in order to monitor the speed of vehicles leaving and entering the village from the A143 and Mellis. The Community Engagement Officer, Stefan Henriksen, to be invited to the next Parish Council meeting.
- It was mentioned that Palgrave has introduced a 40 mph before the traffic enters a 30mph zone, which helps with a gradual calming of traffic. The volume of HGV's has increased since the roundabout on the A140 was completed, so the introduction of 'Unsuitable for HGVs' signs being placed on the entrance from the A140 at Yaxley to be suggested. Councillor Cole to contact Jessica Fleming. Data from the SID to be downloaded for each meeting
- 11. To consider, discuss and agree to parking issues near to the Post Office** - This matter was discussed at length and it is clear that the issues need to be addressed. Placement of signage to indicate no parking on the common was suggested together with chevrons along the edge of the common. It was agreed that Cllrs White, Baker and Ling would form a working party to look into possible solutions and report back to the Parish Council.
- 12. To consider, discuss and agree to access to the Playing Field from the Common/Footbridge** - Various suggestions have been discussed with regards to the current access being unsuitable. A piped culvert seems to be the best solution. Quotes for this work to be obtained.
- 13. To consider, discuss and agree to S137 payments to be made to Wortham and Burgate Churches for the upkeep of the churchyards** - It was unanimously agreed to pay £400 to both Wortham and Burgate Churches for the upkeep of their prospective churchyards - Proposed DL, seconded IH.
- 14. To consider, discuss and agree to any donations to be made** - No requests for donations have been requested. Defer to January 2022 agenda.
- 15. To consider, discuss and agree to the draft Budget for 2022/2023** - The Draft Budget had been circulated to Councillors prior to the meeting. It was proposed that the Precept be increased to £18,400 Proposed CW, seconded TW - Unanimously agreed. Budget and Precept to be approved at the January meeting.

Wortham & Burgate Parish Council

16. Accounts

16.1 Account Balances as at 26th November 2021

16.1.1	Current Account	20693.65
16.1.2.	Reserves Account	79444.20
16.1.3	Commons Account	6046.64

16.2 Account Payments

16.2.1	SALC	Training for Planning (SW & JW)	60.00
16.2.2	Tim Gaddis	Final Grass mowing	135.00
16.2.3	MSDC	Play Equipment Inspection	60.65
16.2.4	Niki Hinton	December Salary	97.50
16.2.5	Jane Wright	November Expenses	128.50
16.2.6	Jane Wright	December Salary	395.50

16.3 Direct Debit Payments

16.3.1	Eon Next	Electricity Pavilion (November)	265.39
16.3.2	EDF Energy	Final payment for Electricity at Pavilion	58.73
16.3.3	O2	Mobile Phone (December)	27.48

16.4 Account Receipts

16.4.1	WLTC	Rent	440.00
16.4.2	MSDC	Locality Award - J Fleming Play Equipment	2000.00

2021/PC/58.....APPROVED.....

Chair, Wortham & Burgate Parish Council

Wortham & Burgate Parish Council

Any additional payments/receipts received prior to the meeting:

16.2.7	Anglian Chemicals	Supplies for Pavilion	74.95
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Direct Debit

16.3.4	Eon Next	Electricity Pavilion (December)	333.50
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Proposed JB, seconded JP - Unanimously agreed to approve all payments en bloc

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

17.1 Playing Field Committee - A key box has been agreed in principle and will be run on a trial basis. Councillor Ling to check the Terms & Conditions. Wortham Lawn Tennis Club (WLTC) have requested the provision of disabled parking near to the Pavilion. WLTC also wishes to install LED floodlights. While the Parish Council was sympathetic to the request, financing the project on their behalf caused some concerns. Clerk to seek clarification from the Internal Auditor regarding financing and reclaiming VAT.

17.2 Commons Committee - None

17.3 Finance Representative - None

17.4 Employment Committee - The Employment Committee will meet in January to carry out staff reviews and to discuss the recruitment of a new Parish Clerk.

17.5 Planning Committee - None

17.6 New Village Hall Working Group - The feasibility study is to be carried out and once received the project will be reviewed..

17.7 PIIP Working Group - There are a few changes to be made regarding village maintenance, which will be amended and circulated to Councillors for approval.

17.8 Platinum Jubilee Celebrations Working Group - The Steel Band has been booked, Stephen Rash has kindly agreed to load the beacon which will be lit at 9.15pm on 2nd June 2022.

18. To receive and discuss items / reports from Committees, Groups and Councillors:

18.1 VPMC – The village hall is currently being decorated.

18.2 Rights of Way – Nothing to report

18.3 Councillors: - None

19. Correspondence Received - An email had been received requesting that more informed updates from the Parish Council be added to the Parish News. This matter had been discussed at a previous meeting and it was agreed to add a link to the Parish Council website. After discussion it was agreed that the minutes are adequate and when approved a copy of the minutes can be requested.

20. To receive items for the next agenda - WLTC Floodlight update, donations.

21. Date and time of next meeting - Tuesday 11th January 2022 at 7.30pm at Wortham Village Hall
Meeting Close - 9.45pm

2021/PC/59.....**APPROVED**.....

Chair, Wortham & Burgate Parish Council

**District Councillor's Report for Gislingham Ward: Mellis, Gislingham,
Thornham, Wortham & Burgate, Wickham Skeith Parish Councils
Nov/Dec 2021
Appendix 1**

A Peer Review of Mid Suffolk's Planning Committee processes	Supported by the Local Government Association (LGA) and the Planning Advisory Service (PAS). The review will be undertaken w/c 22nd Nov , with virtual sessions on Monday 22nd and Friday 26th as well as in person sessions on Wednesday 24th . The scope of the review will cover: • robust and defensible decision making • call-in and delegation procedures; • quality of reports; • quality of debate; • levels of engagement; • openness & transparency; and • overall efficiency and effectiveness.
Suffolk Climate Change Partnership (Cllr Andy Drummond)	Low Carbon Homes Conference: 28% of Suffolk's carbon emissions are from homes (2019), Commitment to carbon neutral Suffolk by 2030, Vision for Suffolk to be exemplar – county with greatest reductions in carbon emissions, Emissions LAs have control over is 2-5% but have wider influence over about one third. Priorities: 1. Transition to low carbon heat supply for homes 2. Improve energy efficiency for homes 3. Encourage behaviour change amongst householders
Public Realm - housing	• Ian Sparkes – Building Services Manager: Data gathering to improve service, 80% of housing stock covered so far with regard to condition, also van stock and repair status. Working with the Energy Saving trust to bring houses up to EPC standard "D" or above. At the moment 8% of stock – 480 houses is below "D". The ambition is to "make every property the best it can be." • Harleston Corner – is progressing and we're currently getting a tender drawn up for works to six bungalows – which will provide an exemplar approach to retrofit but also allow us to learn from the project as to which measures/improvements have a more positive impact on the home and the occupant. • Across both Councils we have committed this year £3,520,000 on energy reduction improvements and £2,400,000 on heating upgrades including Air Source Heat Pumps. • Cabinet agreed this week the additional investment in environmental improvements to a future housing site and investment in staff and loans/grants to tackle the energy efficiency of our private rented accommodation.
Sub station Yaxley	https://www.google.com/url?rct=j&sa=t&url=https://www.pbctoday.co.uk/news/planning-construction-news/national-grid-substations/101967/&ct=ga&cd=CAEYA CoTODQ1ODY5Njl4Mjg1NzI0NTY3MzlcYzNkNjZiYmQzMDBmNDU1ZTpjby51azplbjpHQg&usq=AFQjCNFGZFgiN0K4zqo4IzjNZ1IPmgXk8g Burns & McDonnell wins £14m National Grid substations contract - PBC Today PBC Today ... awarded Burns & McDonnell £14m substations contract for the design, supply, and installation of a 400-kV GIS substation in Yaxley, Suffolk

**District Councillor's Report for Gislingham Ward: Mellis, Gislingham,
Thornham, Wortham & Burgate, Wickham Skeith Parish Councils Nov/Dec 2021**

Full Council Meeting 25th Nov.	This meeting was cancelled. <i>"I appreciate that some Councillors will be disappointed, especially having spent time crafting motions and questions, that this meeting does not go ahead. They will also understandably question the impact on democracy of not holding this meeting. Similarly others will not be happy being called to a meeting where this is no substantive item of business (especially during these heightened covid times). They may argue there is no democratic impact as we recently held an extra meeting.</i> <i>On balance though, I have decided, in consultation with the Chairman of the Council, not to call this November Council meeting but instead carry over the motions to the Council meeting in January 2022. I will discuss with the Chairman re-ordering the agenda for January so that these 2 motions are dealt with early on the agenda. I will also arrange for the questions to be answered now, but Councillors can of course repose the questions again for the January meeting if they specifically want their questions put in a public meeting."</i> Arthur Charvonja MSDC Finances
MSDC Finances	There have been allocations of £5.1 million made from reserves to cover investments in council services as identified through cross party workshops and after opposition pressure to use the reserves. Despite this and the impact of Covid there will be a surplus of £2+million for the next three years. Reduced income from government changes to business rates will be largely funded by the government, the council's own support for rural businesses including post offices and petrol stations is ongoing. This is going to be reviewed to identify how this could be expanded to include other types of business and perhaps "start-ups." Rates: Local Council Tax, forecasting a surplus, collections are not quite back to pre-covid levels but improving. The tax base has increased due to new homes, forecasting an increase of 4.6% for 22/23. There may be a small increase next year. An important source of income has been the New Homes Bonus which has reduced in value since the government declared a moratorium – there is no news from the government with respect to any replacement. Negative impacts: increases in National insurance and National Living Wage increase, increased cost of materials. National Waste Strategy to be announced next year. Lower income from car parks is likely to be permanent. Future plans: more automation of high volume services, e.g. Garden Waste Collection, Govt. money put aside to invest in the planning system. Both councils have underspent and there are changes being made to the budget process to ensure that budget constraints are not leading to underachievement by departments being too cautious, (an ongoing criticism by the opposition parties). Focus on staffing needs in relation to managing work loads. Time Scale: Budget will presented to the Cabinet Feb 2022, (no draft budget in January) Outstanding issues: Council homes lost through "Right to Buy," not being replaced quick enough, there is now a backlog of 260 dwellings to make up