

Minutes of the meeting of Worlingham Parish Council held on Tuesday 12th July 2016 at 7.00pm at the Worlingham Primary School.

Councillors Present

Cllr Summerfield - Chair, Cllr M Culyer, Cllr Holman, Cllr Hubbard, Cllr Raybould, Cllr Robbins.

Also present

Mrs Beevor – Clerk. 3 Members of the public

Agenda

1) Apologies for absence.

Apologies had been received from Cllr Cossey, Cllr A Culyer.

2) Declarations of Interest

a) *Personal Interest* – Cllr Summerfield and Cllr Hubbard declared an interest in the Community Facility.

Cllr Raybould and Cllr Robbins declared a personal interest in agenda items for the village fete.

b) *Disclosable Pecuniary Interest* – Cllr Summerfield and Cllr Hubbard declared a prejudicial interest in the Community Facility.

c) *Requests for Dispensation* – Nil

d) *Grants for dispensation* – Nil

e) *Councillors were reminded to update their Register of Interests online as appropriate.* Noted. Password to be made available to Cllr Hubbard by WDC Elections Office.

3) Minutes of meeting held on 13th June 2016

It was RESOLVED by all to approve the minutes.

Meeting opened to the public.

Meeting opens for public contribution.

During each meeting the council will adjourn for an appropriate period for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.

a) Report from WDC Cllr Brooks – There was no report from Cllr Brooks

b) Report from SCC Punt – There was no report from Cllr Punt

c) Matters from members of the public relating to items on the agenda.

There were no matters from members of the public.

4) Chairman's matters

- Suffolk Constabulary Locality Meeting dates 16/17 – Cllr Summerfield will attend.

- Councillor vacancy – advert notice for boards awaited from WDC.
- Police newsletter/ updates online – clerk provided all councillors with a copy.

5) Planning applications received prior to meeting including;

a) Planning applications received prior to the meeting including;

Dc/16/2559/TPO – 44 Copplestone Close for Mrs Emma Bryant – This application was approved by all.

b) To receive WDC responses to planning applications.

Dc/16/1898/FUL – approved

6) WDC Local Plan - parish council response sent – consultation ended

Both the parish council and the Neighbourhood Plan group responses have been forwarded to WDC.

7) Update from meetings/ events attended by Councillors including;

a) Community facility site – Signature on Section 77 is still awaited from Secretary of State.

b) Fete meeting- Arrangements are going well for the fete on 3rd September. Volunteers requested for the day.

c) Debrief from last N Plan meeting – date of next meeting 13th July 2016. Funding availability - £1000 to offset actual costs.

The Questions from the various policy groups are nearly ready to be collated into a questionnaire. Software demo to take place soon. Information leaflet will be delivered to all houses.

d) Invitation to celebrate 20 years of Community Engagement – no attendee

8) Clerks report and update including correspondence received.

- Aviva Women's Tour – 15th June 2016 – 11.35 am Worlingham Lowestoft Road – Council were delighted with the support that had been given from Worlingham residents to this event. There was excellent television footage of Worlingham on the TV highlights show.
- Paths along Lowestoft Road – it was noted that SCC had carried out work on the pavements and verges to widen them prior to the Bike race above.
- Norse statement re grass cutting 2016. Council noted the statement.
- WDC Play space Evaluation Report Consultation – ended 21st June 2016. The clerk advised that she had asked WDC to correct their text about the state of Woodfield Park Open Space.

Discussion about the Open Space which is managed by WDC. Although noting the lack of care that these spaces have had from WDC it was agreed that the parish council would not invest in their upkeep until such time as they are transferred to the parish council.

It was RESOLVED by all that a Rospa report will be obtained on each space to use as a negotiating tool in discussions with WDC. Any repairs required will be costed.

- BACT – community transport in Worlingham- discussion about the Community Transport Scheme that has been established. It is noted that some commercial services will be withdrawn from the parish in July 2016.
- Correspondence received from Campaign to save our rural roads – this organisation has now disbanded.
- Zip wire at Woodfield Park – Norse advise that they are repairing.
- Resident has sent letter about the play equipment at Werels Loke needing repair – letter sent onto Norse.

9) Finance Matters including;

a) Authorisation of cheques for payment. A full financial summary of the Council balances, and the cheques for payment, was provided for councillors as attached to the main copy of the minutes and cheques as detailed in the Receipts and Payments Book. These were read out to the Council meeting. **It was RESOLVED by all** that the payments as detailed could be made.

b) To receive any donation requests. Donation request received for Churchyard maintenance. After consideration of the donation application and covering letter **It was RESOLVED by all that** a donation of £250 be made for 2016/17. As in this instance, future donation applications for the churchyard to be considered on its merits, as with all applications for any organisation,

c) Note 2015/16 accounts to auditor. Noted.

d) Pension for parish clerk – Costs for Local Council Pension Scheme provided to councillors.

After full discussion **it was RESOLVED by all** to offer the clerk a pension under the Local Council Pension Scheme administered by SCC. Commencement date to be 1st September 2016. SCC to be notified.

e) Insight – Discussion took place as to whether Insight was required now that the minutes are available on the new parish council website. After discussion it was agreed that a small number (max 200) copies would be made available in hard copy and that some of these would be given to councillors to distribute to those who may wish for a hard copy. Copies also to be made available in shops, pharmacy etc.

10) Projects 2016-17 – Updates

- Play area Divestment / new equipment – There is no further update from WDC at the present time. See parish council action as above.
- Village Sign Refresh – Cllr M Culyer. Cllr Culyer advised that he had contacted Harry Stebbings about repainting the sign. It was agreed by all that Cllr Culyer could arrange with Waveney Norse to take the sign down. Cost £73.
- Portable Skate Park Visits – Cllr A Culyer – Skatepark is available on 24th July but

not on 24th Aug. It could be made available on 31st August if there is enough support from councillors. After full discussion it was agreed by all that the skate park should be booked for both dates. 10am – 4pm.

It was suggested that an ice cream van could be told of the visits and asked to attend at some stage during the day. Clerk will contact Parravani.

The Chairman will make the necessary arrangements with the school for access.

- Queens 90th Birthday medals – these will be handed out to the schoolchildren as a gift from Worlingham Parish Council.
- New Entrance Gates/ signs – re moulding of village sign – Cllr Holman discussing with Broadwater to see how this can be taken forward.
- Benches / seats – discussion about new seats.
Jubilee seat needs repairing/ replacing. Existing plaque will need to be transferred to any new seat.
Second seat by one stop – it was suggested that if a second seat is bought it should be of the same colour etc as the present seat.
INSIGHT/ website – ask parishioners where any new seats may be required.
Park Drive play area – new seats required. **It was RESOLVED by all** that 2 Glasdon recyclable benches be purchased for Park Drive Play area and that the existing seats be taken away.
- Community Defib – The cost of a defibrillator is approx £1600. The parish clerk approached SCC Cllr Punt for a donation from Locality and a pledge of £1000 has been made. **It was RESOLVED by all that** the parish council pay the balance and arrange for a defibrillator to be installed outside at the pharmacy for community use. The Pharmacy have agreed that they would look after the defib and enable electricity to be obtained from their premises.

11) Other matters not covered above.

- Garden competition – Cllr Holman will make the necessary arrangements.
- Handyman – The parish clerk advised members of the costs which would be applicable should they wish to consider engaging a handyman. Councillors discussed the work that such a person could be asked to do – and it was felt that there would be many jobs around the village that could be considered. This to be discussed in full at the next parish council meeting.

12) Date of next meeting

Next Meeting of the Parish Council – Tuesday 13th September 2016 at 7pm.

Meeting closed at 8.40 pm.

Chairman

Dated.....

DRAFT