



WORLINGHAM PARISH COUNCIL

Minutes of the Worlingham Parish Council meeting held on Tuesday 21st January 2025 at 6.30pm at Worlingham Primary School

Present; Cllrs; W Summerfield (Chair) D Anderson, Cllr Holman, Cllr Kersey, Cllr S Mather Cllr J Mather, S Robbins.

Also, Present - Mrs L Beevor parish clerk. SCC Ward Cllr C Topping and ESC Ward Cllr Plummer (arrived at 6.50pm). No members of the public were present.

Minutes

1.
 - a) *To receive any apologies for absence.* Apologies were received from; Cllr J Stevens and SCC Ward Cllr Lever.
 - b) *To receive any Declarations of Non registrable interest* regarding the agenda – Nil
 - c) *To receive a Declaration of Other registrable interest.* Nil
 - d) *To receive any Declaration of Prejudicial Interest* regarding the agenda. Nil
 - e) *To receive any Requests for Dispensation on matters relating to the agenda* Nil
 - f) *To remind councillors to update the Register of Interests* online. Noted
2. To approve the minutes of the previous meeting.
The minutes of the previous meeting of December 2024 were approved by all.
3. *Meeting adjourned for public participation. During each meeting the council will adjourn for a period of 10 minutes for public questions. During this time, residents can put questions to the Chairman regarding matters on the agenda. 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) *SCC and ESC Ward Cllr Topping* – monthly reports have been sent to all. The ESC and SCC written reports had been received and circulated.

Digester appeal – clerk/ ward cllrs to request again that Worlingham P C can speak at the Appeal hearing. Cllr Topping will find out whether ESC Planning manager Ben Woolnough will also be speaking.

Garden Village - Date is still awaited for garden village meeting.

V C Cooke licensing – ESC has hired an independent contractor to ensure that they are compliant with regards to the licensing. Worlingham PC to ask that SCC ensures that the build is built as approved.

Unitary - Cllr Topping spoke about Unitary – advising that Norfolk Suffolk are likely to be with one Mayor – with a mayoral election in 2026. Under the Mayor will be the Unitary Authority which will have smaller alignment within it – but these areas must have a population of at least 500k. There could therefore be 2 alignments in Suffolk. Worlingham P C might need to consider whether it wishes to take on present ESC assets within the village.

ESC Ward Cllr Plummer arrived 6.50pm
Forest School – there is no further update from ESC.

b) *Public* – NIL

4 Planning

Applications received prior to the meeting including.

a) *To consider new planning applications including;*

Manor Farm College Lane Worlingham Beccles Suffolk NR34 7SA

Ref. No: DC/24/4449/LBC and Ref. No: DC/24/4448/FUL [Conversion of out-building to a family annexe.](#)

Council discussed the application in full. Council minded to ask ESC to include a condition on the application that the annexe must remain ancillary to the main house and cannot be used as a separate property.

b) *To receive ESC decisions*

DC/24/4118/FUL | Single storey rear extension with a flat roof | 19 Holly Close Worlingham Beccles Suffolk NR34 7EX Permitted

Ref. No: DC/24/3693/ADI Illuminated Advertisement Consent - Various signage, to include 5no.externally illuminated fascia signs (trough lighting), 1no. projecting sign, new window vinyl graphic and fixed ACM panels. 27 Hillside Avenue Worlingham Beccles Suffolk NR34 7AJ Permitted

c) *other planning matters;*

- Garden village meeting with Beccles T C - meeting with LPA planners to be chased by ESC ward Cllrs.
- Appeal / APP/V3500/W/24/3354097 – Land at Copeland Way, Ellough – noted. See above.

5. Chairs Report and update

Planning forum being held by ESC on 30th Jan at Riverside – Cllr Summerfield and the clerk will attend.

6. **Finance Matters including;**

a) Authorisation of cheques/ Bacs for payment. A full financial summary of the Council balances, and the Bacs/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. These were read out to the Council meeting. **It was RESOLVED by all** that the payments as detailed could be made.

b) Donation requests – Nil

c) To consider and if agreed approve the Budget for 2025.2026 – See Budget as attached. Members discussed the projected income and expenditure on a line-by-line basis.

Income – will be via precept and any grant funding which becomes available.

Expenditure will include the running of the council, insurances, hall hire etc. It also needs to cover the costs of maintaining all play areas in the parish at Park Drive, Blubell Way, All Saints Green, Woodfield Park and Werels Loke as well as all of the open space which surround the play areas. Other expenditure includes maintaining and replacing existing assets such as the grit bins, entrance to village signs, and covering the cost of the Xmas trees and Xmas lights each year. As the parish council has no main office rooms the rent for the storage unit will need to continue.

Having assessed all of the above the budget for expenditure for 2025 – 2026 is £44,600.

After full discussion the budget for 2025 – 2026 was Agreed by all.

d) To consider and if agreed approve the Precept 2025 – 2026. Having agreed budgeted expenditure for 2025 – 2026 – members considered the amount of precept required. As grant funding is not known at present, expenditure will need to be covered by precept. **It was proposed, seconded and AGREED BY ALL that a precept of £44,200 be requested. This will be at a cost of £33.50 per year per Band D household i.e. 64p per week per household.**

e) Barclays account/ signatures - the Mandate was returned to Barclays before Xmas, but no update has yet been received.

f) Quotes to consider.

Woodfield Park – Rospa repairs at Woodfield Park. The cost of making all the repairs required on the park in addition to the new capital items will be around £10k plus VAT. This will ensure that all play equipment on site will be up to the full specification required once the play park reopens in full. This includes the costs for the repairs to the zip wire.

It was Agreed by all to fund this from reserves – Kompan the contractor who is undertaking new capital build to be asked to carry out these works at the same time.

All Saints Green matting – repairing the wet pour will cost £695 plus VAT for Vertas to complete. **Agreed by all to go ahead with these repairs.**

Maintenance Woodfield Park – costs were considered for the maintenance of the open space. **It was AGREED BY ALL to contract Vertas to carry out these works for 2025 – 2026.**

ESS to continue to maintain trees/ play area inspections / emptying of bins. It was suggested that there is no certainty that the parks were being litter picked by the contractor, so this cost is to be deleted from the maintenance and volunteers will be asked to look after the parks.

Bluebell Way repairs – to be chased up.

Werels Loke – Vertas to continue for 2025 – 2026 – costs agreed by all.

Summary :

ESS will maintain the open space and play areas at Bluebell Way and All Saints Green.

Vertas will maintain the open space at Park Drive and Werels Loke and Woodfield Park

ESS will empty bins, do hedges, trees etc at all parks.

ESS will do the play area inspections at all parks.

7. Play area improvements – update on;

- Consideration and approval of contractors for 2025.2026 – see above.
- Woodfield Park new equipment / improvements to existing – see above.
- Grounds / trees / hedges - maintenance works - see above.
- Suffolk Wildlife Trust re Woodfield Park project – community work parties will need to take this project forward – volunteers to be requested in next newsletter.

8. Policies to approve. Nil

9. Clerk and Councillors

Matters from around parish now requiring attention;

Volunteer Works carried out in village / Community Self Help update/ Litter picking; – no update on community self-help/ weeds in gutters. Litter picking continues on the third Thursday of each month at 10.30am– more hoops are required. Clerk to organise.

Newsletter – Jan 2025 - now that precept has been agreed, the newsletter will be prepared.

Worlingham Entry sign – maintenance costs – **Quote of approx. £130 to maintain the 2 village signs Agreed by all. Oil/ Varnish/ wood protection to be confirmed.**

Bus shelter maintenance – quote of £504 provided to clean the bus shelters. Members noted that the wooden ones might need additional works and weeding. Contractor to be asked to consider these extra works and to quote for what is required. Contractor to be asked to do quarterly if it is felt that they have done a good job this time.

Worlingham Church – Xmas services / entry to the church – members were concerned about the lack of Xmas Eve service at the church and the problems with the locks which meant that members of the public were unable to enter the church. Rev Dimitri to be asked to come and speak to the parish council to update them on the present thoughts for Worlingham church -including the proposed kitchen/ toilets etc. Request to be sent with possible dates – including the annual parish meeting.

Cycle Racks – grant to spend – **it was AGREED by all that the cycle** racks ought to be bought now and that as there had been no response from the owner of the land by the ships, the racks would be installed by All Saints green play area.

Potential Speaker for annual parish meeting- possible the church – see above.

V E Day Anniversary 8th May 2025 event with the church to be discussed when meet with them. It was confirmed that the bells will be rung at the church at some stage during the day. Contact to be made with Beccles T C to see what they are doing for the day.

11. Date of next meeting. Tuesday 11th March 2025 at 6.30pm