

# Minutes of the meeting of Worlingham Parish Council held on Tuesday 3<sup>rd</sup> December 2019 at 7.00pm at the Worlingham Primary School.

## Councillors Present

Cllr Summerfield - Chair, Cllr Cossey, Cllr Holman, Cllr L Kersey, Cllr J Mather, Cllr S Mather, Cllr Raybould, Cllr Robbins.

## Also present

Mrs Beevor – Clerk. 3 Members of the public

Welcomes were made to the 3 new councillors.

## Agenda

### 1a) Apologies for absence.

Apologies were received from Cllr Hubbard. Apologies were also received from ESC ward Cllr Topping, ESC ward Cllr Elliott, and SCC Cllr Brambley-Crawshaw.

## Declarations of Interest

b) *Personal Interest* – There were no declarations of personal interest.

c) *Disclosable Pecuniary Interest* – Nil

d) *Requests for Dispensation* – Nil

e) *Councillors were reminded to update their Register of Interests online as appropriate.* Noted

### 2) Minutes of parish council meeting held November 2019

It was **RESOLVED** by all to approve the minutes.

### 3) Public contribution

#### A) Report from SCC Cllr Brambley- Crawshaw

SCC Cllr Brambley–Crawshaw – had provided a written report - circulated to all members.

#### B) Report from ESC Ward Cllr Elliott

ESC written report had been circulated prior to meeting.

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

Path along the playing field at Park Drive is getting overgrown – Norse to be asked to cut back.

### 4. Chairman's Report including;

o *Xmas card* – it was agreed that the card looked very good and will hopefully be well received.

o *Fencing for play area by school* – Cllr Summerfield advised that the school were looking into the fencing around the play area. Concern was voiced about ensuring that there are 2 entrances /exits, the entrance for cutting machinery to be appropriate and the height of the fence to be as Rospa requires. These matters to be discussed with Concertus.

o *Parking around school* - Cllr Robbins advised that a very good meeting had been held with school governors and all seemed as concerned as councillors about school parking. See report from Peter Hobbs. It had been agreed that signage and educating parents and children was

vital to ensure safety – and the need to encourage other methods of transport ie cycling and walking. ESC ward councillor budget to be requested to assist with signage, line painting etc. No extra parking spaces are likely to be provided on site.

○ *School contact* – it was agreed that the council would write to the new head of school in January to introduce the council.

○ *Maintenance of Garden Lane banked area* – The chair had met with Richard Hackney from Norse to discuss the banked area. There are now only about 3 areas of brambles on the site. Tree stump – Norse are happy to lower this. Discussion about Clinks Care Farm doing the maintenance – Norse will consider and get back to us.

○ *Pocket Parks* – council to consider other areas.

○ *Garden Lane traffic count figures*- the speed readings had been low due to the road works in the area potentially slowing traffic down. However, the traffic count is suitable for a 20mph zone outside the school. Cllr Brambley- Crawshaw to progress.

○ *Bio-Cow visit* – Cllr Summerfield reported on the visit – there was no smell on the day of the visit. Residents to be advised to report any smells to the Environmental Health Officer at ESC.

5. Planning

a) *Applications received prior to the meeting including;*

DC/19/4530/Ful – 19 Lowestoft Road – rear extension with internal alterations, removal of chimney plus various window and door additions and alterations.

There were no objections to the application.

b) *ESC Decisions received; see website.*

c) *Any other planning matters – nil*

6. Parish Projects

a) *Holly Close closed footpath* – Clerk to chase SCC re maintenance at the location.

b) *update on Sign for Ellough Road entrance to Village* – Clerk to chase SCC to agree location/ licence/

c) *Consider projects for 2020* – to be considered as part of budget setting.

d) *Xmas lights drive round* – to be carried out on Thursday 19<sup>th</sup> December. **It was agreed by all to provide a donation of £100 to the winners chosen organisation.**

e) *Pocket Parks* – any suggestions? After discussion the area by the notice board/ grit bin on Pepys Ave was suggested.

f) *SCC to be asked to repair the fence on Lowestoft Road* – at the bus stop opposite Hillside Avenue.

g) *SCC to be advised of the churned verges by The Uplands and Garden lane.*

7. Clerks and councillors report and updates including correspondence received.

a) ESC Planning forum updates – Monday 27<sup>th</sup> January 2020- 2.30pm – 5.30pm

8. Finance and governance 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. These were read out to the Council meeting. **It was RESOLVED by all that the payments as detailed could be made.**

b) *Informal budget meeting date* – Wed 18<sup>th</sup> December 2019 at 7pm. Noted.

c) *Precept* – to be with ESC by 24<sup>th</sup> January 2020. Noted.

d) *Parish CIL monies* – the criteria for spend was noted.

9. Worlingham Neighbourhood Plan

*Action required to completion. Funding required from Locality to complete.*

The text is being simplified. The policies relate to;

- a. Village identity
- b. Housing Mix
- c. Parking standards
- d. Lifetime Design
- e. Housing Density
- f. Height of dwellings
- g. Sport and recreation
- h. Design of estate roads
- i. Landscaping
- j. Country Park Landscaping
- k. Wildlife corridors
- l. Maintenance of green spaces
- m. Drainage

The consultant will provide a quote to complete the Plan.  
Regulation 14 consultation should be ready for February 2020.

10. Date of next meeting. Tuesday 21st January 2020

Chairman .....

Dated .....

PARISH COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2011  
THE CODE OF CONDUCT IS AVAILABLE FOR INSPECTION BY CONTACT WITH THE CLERK.

DRAFT