

Worlington Parish Council

Minutes of the Parish Council Meeting held in the Village Hall from 7.30pm Thursday 2nd November 2017

Councillors present: Cllr. N Foster (NF) Chair, Cllr. S. Foster (SF), Cllr. K. Lucas (KL), Cllr. B. Harvey (BH), Cllr. A. Marshall & Cllr. P. Merrick

Present: Clerk – Vicky Bright. Cllr. B. Harvey – FHDC.

Item	Meeting opened at 07.30pm	Action
	<p>Public Forum – LGA 1972, Section 100(1): 7 Members of the public were in attendance. The Clerk was asked to chase up INL regarding the cutting of the Holly bush at the Village Hall on the road side. The issue of the tress on the East side of the Village Hall were discussed and it was agreed that they would be surveyed and cut back as needed.</p> <p>The Clerk was asked to chase the River Authority regarding better access to the entrance point of the 'Hythe' river bank.</p>	Clerk SF/NF Clerk
17/11/1	<p>Chairman's Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)): Apologies: None. Absent: None</p>	
17/11/2	<p>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III: Cllr. K. Lucas declared an interest in Item 17/11/12.2.</p>	
17/11/3	<p>To approve the Minutes of the Parish Council meeting held on 7th September 2017 - LGA 1972, Schedule 12, para 41(2): Resolved 17/11/3.01 The minutes of the Parish Council meeting held on 7th September 2017 were adopted as a true statement and signed by the Chairman (NF).</p>	
17/11/4	<p>Councillor Vacancy Update: The Clerk advised that no applications had been received. Advertising for the vacancy will continue.</p>	
17/11/5 17/11/5.1	<p>External Forum: County Councillor Cllr. Louis Busuttill sent his apologies. Cllr. Harvey advised the following on behalf of SCC;</p> <p>The budget details are not yet approved, there is likely to be a 1.99% increase in rates, this will still not be enough to balance the deficit, savings of £3 million need to be found.</p> <p>Highways is being re-structured with the suggestion that each parish will appoint one councillor as spokesperson for the parish to address any highways issues.</p>	
17/11/5.2	<p>District Councillor Cllr. Brian Harvey reported the following to the meeting;</p> <ul style="list-style-type: none">The One Council merger between FHDC & SEBC, and the vote was unanimous for the	

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merger, with 1 abstention. The next stage will be Secretary of State review, if approved and permission granted, there will be a final consultation and vote. A Steering Group has been put in place, and orders are to be sent to Secretary of State, following approval it will go before Parliament. It will likely mean a reduction in Councillors from 72 to 64, and will be in place after the 2019 Elections.

- Mildenhall Hub has had Outline Planning approved. Several queries have been raised and are being addressed regarding traffic flow at Queensway and Police Station Square roundabout. It is estimated the hub will cost approximately £40 million. There is to be new FHDC offices, along with CAB, SNT/Police, a new school & pool, library, and ambulance station, the Fire Service have pulled out of the scheme. There is also to be a Relief Road.
- The Solar Farm at Tollgate Farm Lakenheath produced £1.308 million in revenue between 31st March 2016 and 31st March 2017. £1 million went back into the Council's Reserves, with £308,000 back into revenue, instead of the estimated £300,000.
- Licensing Committee is to review Taxi fares and rates.
- Air Pollution is being looked at in Brandon, at the Clock Tower roundabout in Newmarket, Police Station Square roundabout in Mildenhall and New Street/Queensway, Mildenhall. Traffic surveys are to be carried out.
- 500 homes have been approved at Kennett, it is likely that 750/1000 will eventually be approved. ECDC are in liaison with FHDC to discuss drainage/water/electricity infrastructure, and alterations to the junction are being considered.

17/11/5.3

Police Report

The latest edition of your local Safer Neighbourhood Team (SNT) newsletter is now available to view on the Suffolk Constabulary website <https://www.suffolk.police.uk/your-area>

17/11/6

17/11/6.1

Reports:

Update from the Friends of the Village Hall

Nick Foster read a report for the Friends of the Village Hall;

There is now 2 Yoga, a Pilates, Keep Fit and Painting classes using the Hall monthly. Other functions are starting to pick up again, there are 4 booked for November and 2 for December, so far.

The Village Hall Quiz is tomorrow night and another food themed event for December is planned, keep your eyes open for flyers.

The Worlie Café re-opened last month and was very successful making £186. The next one is tomorrow and the menu planned is Carrot & Swede Soup, with Sausage Casserole.

17/11/6.2

Play Area and Maintenance of Parish Footpaths

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i)	Cllr. N. Foster reported that the Play area repairs were nearly done, the Bolt cap covers have all been replaced and the Wooden edging is to be done soon. The Clerk presented quotes for two different surfacing solutions, including a bonded rubber mulch and wet pour rubber surfacing. It was agreed to order bark top up in the interim and the Clerk is to source funding for a future project to re-surface the play area. It was agreed that Cllr. Foster would discuss with Tim McGhee the amount of bark needed and the areas that needed covering before ordering.	NF Clerk NF
ii)	<p>The Clerk advised that she had chased Highways and CC'd Cllr. Busuttill regarding the footpath to Mildenhall works and the outstanding works to the BT Trench, with no response. The Clerk will chase again.</p> <p>The footpath on the Isleham Road junction has finally been repaired and resurfaced after 5 years of chasing.</p>	Clerk
17/11/6.3	SID (VAS) Scheme Update	
i)	Cllr. Foster advised that no Speed Watch checks had been carried out since the last meeting.	
ii)	<p>Cllr. Harvey reported that the SID was now up and running, the data has been downloaded using his Grandson's computer, he confirmed the Bluetooth is up and the data unit is working fine. Data from the SID would help with targeted Speed Watch checks in future. Data taken from the Barton Mills PC SID unit on Worlington Road had shown the following; there were almost 50,000 vehicle movements. 67% of these vehicles were doing more than 30mph and 14% more than 40 mph. In that period, 61 vehicles were travelling at above 60 mph and the maximum speed was a vehicle travelling at 83 mph between 9.30 and 9.45am. As a result, Sgt. Shipton (SNT) has been asked to task the Road Tasking Force to carry out speed checks and so far 5 drivers have been stopped and prosecuted.</p> <p>The data from the SID needs to be downloaded to a Windows compatible, Vista upwards. Quotes from Swarco and PC World were presented for a compatible laptop. Cllr. Marshall advised that his son could source a computer from his business. It was agreed to proceed with Cllr. Marshall securing a computer from his son.</p>	AM
17/11/6.4	External Meetings that Councillors may wish to report upon None.	
17/11/6.5	Clerks Report The Clerk reported that she will be attending an Understanding Planning course in January 2018 with Tuddenham Parish Council, places are available if any Councillors wish to attend. The Clerk advised that the General Data Protection Regulation (GDPR) is coming in to force in May 2018 and it brings with it the legal obligation for any 'public authority or body' (which according to the National Association of Local Councils includes all sizes of parish and town council) to appoint a Data Protection Officer (DPO). The concern is that this appointment may not be straightforward, as whilst it is possible to appoint an existing member of staff, they must, by requirement of the regulation, possess 'expert knowledge of data protection law and	

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practices' and must ensure their 'duties do not result in a conflict of interests'. As Clerk there is a 'conflict of interest' and any training sufficient to provide the expert knowledge the Clerk would need, would be a residential University legal course.

There are steps towards accountability that the Clerk can take at this stage to prepare, such as; ensuring all software is Privacy Shield protected and email attachments are encrypted, put in place Retention Policy and Exit Policy for Staff & Councillor's and to assess whether stored or filed data is needed and why (legitimate reasons etc.) SALC and the DPO Centre are currently exploring a third party option for services of a Data Protection Officer to be offered to Councils to sign up to and the Clerk will keep updated on this and report back.

Clerk

17/11/7

Planning Applications:

SCC\0182\17F - Continuation of chalk extraction; use of buildings and associated facilities together with the recycling of inert waste and restoration to an alternative landform via the importation and final disposal of inert residues - Barton Mills Chalk Quarry, Chalk Hill, Barton Mills, IP28 6BN

Resolved 17/11/7.01

No objections to application SCC/0182/17F.

DC/17/2014/RM - Submission of details under DC/16/0596/OUT - the appearance, landscaping, layout & scale for (i) Residential development for 125 dwellings (ii) Public open space including children's play area & electricity substation - Land East Newmarket Rd & North Elms Rd, Red Lodge

Resolved 17/11/7.02

No objections to application DC/17/2014/RM.

17/11/8

Finance & Policies:

17/11/8.1

Parish Council Bank Reconciliation from List of Payments/Receipts

The Payments and receipts from September 8th 2017 to November 1st2017 were scrutinised and approved. The Lloyds Treasurer account balance was confirmed as £10,326.26 as of 20th October 2017 and the Lloyds Business Instant Access account balance was confirmed as £1,368.83 as of 20th October 2017.

Resolved 17/11/8.01

That the Bank balances and reconciliation of payments & receipts be received and adopted and initialled as such by the Chairman (NF).

17/11/8.2

Parish Council Account Cheques for signing and approval

Resolved 17/11/8.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. N. Foster & Cllr. K. Lucas.

BDO LLP	Audit 2016/17	000766	£156.00
ICO	Data Protection Registration	000767	£35.00
SALC	Chairman training	000768	£120.00

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Mrs V Bright	Mileage, expenses & overtime	000769	£66.60
Fenland Leisure	Bolt cap covers	000770	£28.70
Mr I Roberts INL	Grass cutting	000771	£540.00
CAS	Website fee	000772	£60.00

17/11/8.3

Village Hall Accounts

The Lloyds Treasurer account balance was confirmed as £495.19 as of 19th October 2017 and the Lloyds Business Instant Access account balance was confirmed as £2,249.93 as of 19th October 2017.

Resolved 17/11/8.03.

That the Bank balances and reconciliation of payments & receipts be received and adopted and initialled as such by the Chairman (NF).

Approval of cheques signed between meetings

Resolved 17/11/8.04

Approved cheque payments since the last meeting. Signed by Cllr. N. Foster and Cllr. P. Merrick.

21.09.2017	000801	GW Windows	Porch & Doors	£2,784.00
21.09.2017	000802	Aran Services	Insulation	£2,712.00

17/11/8.4

Update on External Audit Conclusion Report

The Clerk advised that no issues had been raised on the External Audit for 2016-17 and the Notice of Conclusion had been published.

17/11/8.5

Asset Register & Risk Assessment Procedure

Resolved 17/11/8.05

The Asset Register was updated and adopted formally as a true record.

It was agreed that risk assessment of the assets would be carried out every 6 months by Cllr. S. Foster and the Clerk is to Diary and set reminders and add to agenda items as needed.

SF

17/11/9

Highways Issues:

Cllr. Harvey reported that the issue of trees obscuring visibility and signage at the Junction of Newmarket Road and Golf Links Road had now been addressed and the street light on the junction was now also working. The Section 106 for Phase 6 at Red Lodge has been released for the agreed traffic calming plan, no date has been set yet for the works to proceed.

The Clerk gave an update on the A11 Fiveways and the Chalk Hill Junction meeting held on 26th September 2017. The Chalk Hill junction had now been included in the short term measures for the A11 Fiveways improvements. It is hoped they will be completed by April 2019. It is now a possibility that the central reservation may be closed, they agree that they need to consider road users and have consultation. It was agreed to consider all options for improving both sides and including closure of the central reservation and Tuddenham

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Junction. A slip road at the junction is to be considered.

Cllr. Harvey confirmed the following;

The new Highways England Manager, Andy Jobling had taken over and had stated that £400,000 funding was not enough for the project and the ducting had to be rechecked. He has asked the MP to write to the Minister of Transport asking for clarification of the situation. The traffic lights are supposed to be started Autumn 2017!! A 4th survey is now being undertaken on site and no work has started yet. The Highways England design for the improvements will be completed before 2018, with a 2018/2019 plan and program of works, with the works to be completed by 31st March 2019.

The Clerk has submitted an application to Highways for speed humps to be considered as part of the Traffic Calming at the Freckenham end of the village, no response has been received yet. The Clerk is to chase this up with Highways.

Clerk

17/11/10

Correspondence:

- SEBC/FHDC Annual Parish Conference to be held on 16th November 2017 at 6:30pm, at the Sybil Andres Academy, Rougham Tower, Bury St Edmunds. The theme will be Health & Well-being.
- Highways Operational Plan – Highways has undergone a restructure and relocated from West Suffolk House to Rougham Highways Department. Initial faults reporting; Suffolk Highway Online Reporting Tool <https://highwaysreporting.suffolk.gov.uk> or 0345 606 6171. To follow up on a repair/fault telephone 0345 606 6171 with the log reference number. If no response or update received contact your County Councillor, Rebecca.hopfensperger@suffolk.gov.uk
- From 1 October new dog control orders are being introduced to help tackle dog fouling. The dog fouling order applies to all spaces open to the public in Forest Heath and details some of those spaces (such as play areas and fenced sports pitches in the season) from which dogs are excluded. Full details will appear on the website at www.westsuffolk.gov.uk/dogfouling at 1am on 1 October.
- SCC Minerals & waste - Preferred Options Consultation 5pm Monday 30th October 2017 to 5pm Monday 11th November 2017. A consultation event will be held at Tuddenham Village Hall on 14th November 2017 2pm-8pm.
- The MOD have been updated on revised USAF deadlines for base withdrawals at RAF Mildenhall and RAF Alconbury/Molesworth. Accordingly, instead of 2022, the full divestitures of RAF Mildenhall will now occur no earlier than 2024.
- The Forest Heath Crime Prevention Panel has sent a letter offering the use of the Santa's Sleigh this year to parishes to use in their villages in a static location. Parishes will need to provide their own Santa, Driver and 2-3 volunteers.

Resolved 17/11/10.01

It was agreed to request a date for Worlington to have the Sleigh. Cllr. Harvey offered his Services as Santa and the Chairman is to arrange a Driver and volunteers. The Clerk is to book a date in December for the Sleigh to be used.

Clerk

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17/11/11
17/11/11.1

Village Hall:

Insulation & Lighting Schemes Update

Cllr. Foster confirmed the works had now been completed to the Lighting and the Kitchen light has been replaced. The Insulation has also been completed.

17/11/12
17/11/12.1

Parish Matters:

Defibrillator

The Clerk reported that the Defibrillator has now been registered with the Ambulance Service and is now Live/ Cllr. Foster (NF) has agreed to be the Point of Contact and person responsible for checking the Defibrillator monthly. There is to be a formal opening event on Saturday 18th November at 10:30am, followed by a Public Awareness and First Aid Response Seminar being run by the Community Heartbeat trust at 11am in the Hall. This has been advertised on Zack FM and a Reporter from the BuryFree Press will be attending. All public are welcome to attend the seminar.

17/11/12.2

Worlington Cricket Club Lease Agreement⁴

The Clerk advised that Bendall & Sons had sent a letter to the Cricket Club's Solicitor presenting options on how to proceed and the Cricket Club had responded, stating they wished to continue with their original proposal of a lease. Bendall & Sons had advised that the essence of the lease grants the right to exclusive possession, so the only way forward with the lease would be to grant the Cricket Club a lease for the cricket season only, allowing the Parish and the Public to use the land for the other 6 months. It would mean that during the Cricket season the land could not be used by anyone else, without consent of the Cricket Club. It was felt that this would be giving too much power over the use of the land. Whilst it was agreed that the Parish Council wished to offer support and encouragement to the Cricket Club and to assist them with obtaining funding, other options must be explored. It was agreed that the Clerk would go back to the Cricket Club and the Funding Authority to establish what sort of formal agreement was needed and to explore whether the original Gentleman's Agreement or similar may be sufficient.

Clerk

17/11/12.3

Street Lighting Update

The Clerk confirmed that the light on the junction of Red Lodge/Golf Links Road is now working. She has today reported two further lights which are faulty, outside 42 Walnut Grove and on Mildenhall Road.

The Police investigation into the damaged street light on the corner of Walnut Grove/Church Lane is still ongoing, however, the Insurance company have paid out on the claim and K&M Lighting have been instructed to proceed with installing a new light, which they are just waiting on some parts for, and this will be done in the next week or two.

The Clerk was asked to report the vegetation obscuring the street light on the corner of Bell Lane/All Saints.

Clerk

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17/11/12.4

Consider Purchase and New Site of a New Dog Waste Bin

The Clerk advised that to install two new bins would cost £300, with the cost of emptying being £2.90 per empty. The Clerk presented 4 signs that she had obtained from FHDC for Dog Fouling, per the new Dog Control Orders recently put in place. Cllr. Foster is to put them up around the village in 'Hot Spots' for dog fouling. It was agreed that the Parish Council should proceed with one bin for now in Badlingham Lane, and request fortnightly empties. Cllr. Harvey is to look into some funding from his Locality Budget for the new bin.

BH

17/11/13

Items for next Agenda & 2018 Meeting Dates to be Agreed

- Cricket Club Lease Agreement Update
- Traffic Calming Update / Speed Hump Application Update (Freckenham Rd)
- SID Scheme Update & Laptop Update
- Footpaths Update / 'Hythe' River Access Options & Update
- Dog Waste Bin Funding Update
- Street Light Walnut Grove / Church Lane Update
- Play Area Repairs Update/Quote for Bark & Options & Funding for Surfacing
- Asset Risk Assessment Report (SF)
- Update on Trees & Holly Bush at the Village Hall

It was agreed to continue with the Parish Council meetings on the first Thursday of every other Month;

Thursday 4th January 2018 at 7:30pm

Thursday 1st March 2018 at 7:30pm

Thursday 3rd May 2018 Annual Village Meeting 7pm & Parish Council AGM 7:45pm

Thursday 5th July 2018 at 7:30pm

Thursday 6th September 2018 at 7:30pm

Thursday 1st November 2018 at 7:30pm

Next Meeting to be held on Thursday 4th January 2018 at 7:30pm, in the Village Hall.

Meeting Closed at 9:21pm

Signed: *Nick Foster*
Chairman Worlington Parish Council

Date: 4th January 2018

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