

Worlington Parish Council

Minutes of the Parish Council Meeting held in the Village Hall from 7.30pm Thursday 3rd November 2016

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

Present: Clerk – Vicky Bright, Chris Hall – Village Hall Committee, Sue Dampier – Speed Watch, Jim Power – Worlie Cafe

Item	Meeting opened at 07.30pm	Action
	<p>Public Forum – LGA 1972, Section 100(1): 11 Members of the public were in attendance. Issues raised:</p> <ul style="list-style-type: none"> It was mentioned that the Parish Council Notice Board needs re-staining. Cllr. Lucas agreed to do this. An enquiry was made as to whether the football goal posts had been purchased as agreed at the March 2015 meeting. The Clerk is to look into this. Residents raised concerns that the RIS2 Fiveways and at Grade Crossings could possibly increase traffic through the village up Golf Links Road. The Chairman advised that nothing has been agreed or confirmed and that any plans would not happen until at least 2028. It was suggested that any Councillors or residents who had comments or suggestions to make should forward them to the Chairman or the Clerk. 	<p>KL</p> <p>Clerk</p>
16/11/1	<p>Chairman’s Welcome & Acceptance of Apologies for Absence (LGA 1972, Section 85(1) & (2)): Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960 to consider the exclusion of the public and press for confidential items had taken place before the public meeting. Apologies: None. Absent: None</p>	
16/11/2	<p>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III: Cllr. Lucas declared an interest in Item 16/11/11.5, at Item 16/11/11.5 during the meeting.</p>	
16/11/3	<p>To approve the Minutes of the meeting held on 1st September 2016 - LGA 1972, Schedule 12, para 41(2): Resolved 16/11/3.01 The minutes of the meeting held on 1st September 2016 were adopted as a true statement and signed by the Chairman (RO).</p>	
16/11/4 16/09/4.1	<p>External Forum: County Councillor No report and no apologies received.</p>	
16/11/4.2	<p>District Councillor Cllr. Brian Harvey reported to the meeting;</p> <ul style="list-style-type: none"> Hatchfield Farm – The decision has been taken not to appeal against the Secretary 	

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of State's decision. This means the Local Plan can now continue and is not on hold. There is a meeting on 29th November for the Local Plan reference to the final submission.

16/11/4.3

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>

16/11/5

Reports

16/11/5.1

Update from the Village Hall Committee

Chris Hall read a report for the Village Hall Committee;

Village Hall income from hiring and events for the last two months was £1,145. Ken Lucas has stepped down from the Village Hall Committee. Our thanks to Ken for all his help and support given to the Village Hall. We will be advertising the vacancy in the Worlington Pump. The last Village Hall Quiz & Curry evening was very successful, as was the Homemade Craft Fayre and Bingo evening. The Worlie Cafe starts tomorrow (Friday 4 November). Other **confirmed** events to raise money for the Village Hall are: -

Family Fun Bingo evening on Fri 9 December

Worlie Cafe each month

Quiz on Friday 20 Jan 2017

Quiz on Friday 24 March 2017

Other events in 'the pipeline' to raise money for the Village Hall are: -

Speaker evenings covering interesting subjects

Pancake Fiesta (on or near Shrove Tuesday next year, 28 Feb).

Very disappointing turn out for cleaning up around the Village Hall in September. The Village Hall will be decorated for Christmas. Some of the necessary minor work needed for the Village Hall are: -

- . Cut back branches etc. on east side
- a. Fix leaking taps
- b. Fix door closer to Gents door
- c. Replace faulty outside light for track

Three Roofing Contractors have visited the Village Hall. Two estimates have been received so far. Costs excluding VAT circa £15,000. We need to explore what financial grants might be available. Any guidance on grants of this scale from Parish Councillors?

Two companies (of three) have quoted for replacing the Foyer entrance doors / top and side light windows and the inner door section, all to double glazing latest standards. We wish to

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proceed with a FENSA registered company for the main entrance door & side / top windows. Total cost, including VAT is £1,440. I have email confirmation that we can get a grant from the West Suffolk Green Business Grant for £600 (50% of cost excluding VAT). Can we get any further financial support from a locality grant to cover the balance of £840? If two grants are not possible for the Foyer main entrance, can we get financial support from a locality grant to cover the inner door & side / top windows? The total cost for the inner door is £1,344.

Unless there are any objections we wish to proceed with the purchase of a 'Worlington Village Hall' sign and lighting for above the foyer entrance. Cost including VAT will be £534. Supplier would be Impress Signs. To be funded from Village Hall function income. This is to be added to the January agenda.

16/11/5.2

Play Area and Maintenance of Parish Footpaths

Cllr. Foster (NF) advised the meeting that the swing seats and chains had now been fitted. He advised that the roof section of the Toddler play equipment was rotten and needed replacing, as well as the bolts on the cargo net. Cllr. Foster (NF) is to check the Inspection reports to ascertain if they need replacing as a matter of urgency, or whether they can wait until the January meeting to be approved.

NF

Cllr. Foster (NF) suggested that a solar powered security light, with motion sensor, at the Recreation Ground Car Park might be a good idea. This is to be added to the January agenda.

Cllr. Lucas advised that the footpath from Worlington to Mildenhall was due to be cleared in a month's time, as arranged with Highways by George Pooley.

The Clerk advised that the BT trench was to have a kickboard installed to solve the problem of the gap, however this could take up to 14 weeks to be installed.

The Clerk advised that she had been advised by a Solicitor that to adopt the Hythe Track and get the Land Registry Title Deeds updated could cost in the range of £500-£1,000, with Land Registry fees of approximately £270. It was agreed not to proceed with the adoption at this time.

NF/
Clerk

Cllr. Foster (NF) and the Clerk are to investigate the gates at the end of the track.

16/11/5.3

Village Speed Watch

Sue Dampier reported to the meeting;

As a result of Nick and Martin's continued focus with our speed gun down the road between Freckenham and Mildenhall, the Safety Camera enforcement team have been monitoring two locations in Worlington over the last couple of months, The Street and Freckenham Road, both of which normally generate between 5 and 15 offences within the one-hour check. They only do locations where there have been complaints and which demonstrate, through data collection, that there is a high level of vehicles above the prosecutable level and/or a high level of collisions. At my request, and after the submission of supporting data,

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they are in the process of assessing the value of monitoring the Newmarket Road (Red Lodge to Worlington). You may have noticed a mysterious 'black box' on the triangular warning sign about deer, positioned just down from Golf Links Road. I anticipate that road will be added to their list very shortly, as we know that even 2 years ago, over 87% of traffic entering the village (and a fair proportion leaving it!) is exceeding 35 mph. Residents have noticed an increase in traffic down this road, including heavy goods vehicles, since the development of the Fiveways roundabout, as vehicles seek to avoid the dangers and delays in travelling locally down the A11 and entering the roundabout.

After 18 months of concerns over the operation of our Speedar device, we sent it back to the suppliers for a second time in early October and they finally confirmed our suspicions that the batteries were the cause of the performance issues. As a result, we've done very few speed checks in recent weeks, but now we have it back, we are up and running again. I have to say that I am not particularly happy with the level of support from the new PCSO Holly Allen, as despite my attempts to contact her to arrange a meeting, she hasn't even replied to my emails. Communications are more challenging now as PCSOs work day time shifts only. Fortunately, as we've now identified the key players in Suffolk Police's traffic units, we are making better progress in gaining their support elsewhere!

As I mentioned in previous reports, we have been looking carefully at the costs of purchasing our own mini-SID (Speed Indication Device). To remind you, this is a box that can be moved between approved sites and attached to existing or new poles by the means of brackets. They come with an optional data collector which allows CSW schemes to analyse patterns of speeding throughout the day and over the week. We have the choice of purchasing one such device on our own, or in partnership with Barton Mills, on terms and cost share basis that will have to be agreed with their PC. Suffolk Highways have just simplified their processes and procedures, and reviewed their charges, so I am now in a position to make a recommendation to you as to how we should proceed from here, with accurate costings.

I recommend we purchase a **Westcotec Portable Mini Speed Indicator Device** (mini-SID). It is similar to the one you might have seen in Kentford. The cost of the base unit is £2625, but we believe it is important to purchase the data collector too, at an additional cost of £250. Nick, my Deputy, and I have identified 11 potential sites along the Freckenham Road, The Street, Mildenhall Road and the Newmarket Road which meet the mini-SID guidelines. We have prioritised 6 of these, 3 to monitor the traffic coming in and 3 going out of the village. For ease of installation, we propose the purchase of a set of brackets for each of these 6 locations. At £50 a set, the total cost of brackets amounts to £300. The good news is that Suffolk Highways have decided to show their appreciation of the work undertaken by the villages in relation to the purchase and deployment of mini-SIDs, by no longer charging for the installation of new poles or the upgrading of poles from short to full length versions, within reasonable limits. Three of our priority sites already have poles we can utilise, whilst

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two require extending and only one being a completely new installation.

The total cost of the proposal is as follows:

Westcotec mini-SID	£2625
Data collector	£250
Brackets 6 @ £50	£300

TOTAL COST	£3175 + VAT

Barton Mills have three sites at which they propose using the mini-SID, so we suggest sharing the base cost of the purchase (base unit + data collector) on a two-thirds (Worlington PC) to one-third (Barton Mills PC) basis, meaning they would be expected to contribute **£959 + VAT** towards the purchase, leaving us with a cost of **£2216 + VAT**. They would obviously fund the purchase of their own brackets. We suggest that we share the device on a 6:3-week basis in principal (details to be agreed). This would allow us to deploy the device between our six preferred sites on a weekly rotation, optimising the effect it has on reducing traffic speeds, with a cumulative 3-week period in a 9-week block where Worlington would not be deploying it at all. One or two identified members of the relevant CSW teams would be responsible for moving the device around the different sites. We would take prime responsibility for the mini-SID, purchasing it, requesting site approvals, pole installations/upgrades, organising repairs, data downloads and replacement parts as necessary. The device comes with two batteries, which would need to be switched over each week, assuming that we set the device to only flash when traffic exceeded 30 mph, and these should last for up to 4 or 5 years with continuous use. They are currently £80 each to replace.

When placing our order, we need to be able to confirm that local residents have been consulted about our plans and that they are generally agreeable. I am happy to take your advice on this.

From time of ordering to delivery of the unit, it should take less than 6 weeks to get it set up and running. Do I have your approval to proceed?

Finally, I regret to inform you that I must hand in my resignation as Coordinator of Worlington's Community Speed Watch team as in the New Year my husband and I are moving out to the USA, where he starts a new job in early January. In the absence of any other of the current CSW team coming forward to offer to take over from me, Nick has kindly agreed to become the CSW Coordinator. I would like to see this mini-SID project through, and will continue working with Nick in support of this and the CSW scheme as best I can until I physically move away.

The Chairman extended the thanks of the Parish Council to Sue for all her hard work and

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	time.	
	The SID is to be added to the January agenda and a notice consulting the public will be placed in the Pump and on the website.	SD/NF
	NB. The Chairman left the meeting at 8:33pm, and the Vice Chair, Cllr. Nick Foster took over as Chair of the meeting.	
16/11/5.4	Worlie Café Jim Power reported to the meeting; The café starts again this Friday, with Soup and Lancashire Hotpot. The December Café date has changed, please see the Pump for information.	
16/11/5.5	External Meetings that Councillors may wish to report upon Cllr. Lucas attended the Parish Forum in September, he reported that it was very informative and issues such as paperless planning, lack of response from Planning Officers and Highways, Hatchfield Farm and speeding were discussed. Cllr. Brian Harvey and the Clerk are to attend the Joint West Suffolk Parish Form on 14 th November 2016.	BH/ Clerk
16/11/6	<u>Planning Applications</u>	
16/11/6.1	DC/16/2227/TPO –1 Oak remove remainder of snapped out limb back to main trunk – The Oaks, Newmarket Rd <u>Resolved 16/11/6.01</u> No objections.	
16/11/6.2	DC/16/2109/TE3 – Notification of removal of public payphone – The Street, Worlington <u>Resolved 16/11/6.02</u> No objections.	
16/11/6.3	DC/16/2153/VAR – Variation of condition 7 of DC/14/2120/RM to allow use of revised plans 14-5571-02 REV 4J & 14-5581-01 REV K – Hawthorn Lodge, 11 Freckenham Rd, Worlington <u>Resolved 16/11/6.03</u> It was agreed to object to the application on the following points; <ul style="list-style-type: none">• Local concerns raised that the build was not in line with submitted plans• The District Councillor has asked enforcement officers to attend and inspect• The District Councillor recommends that the application be sent to Delegation Panel	
16/11/6.4	DC/16/1815/FUL - (i) New gated and walled entrance onto new driveway and (ii) new garage block - Sunnyside Bungalow, 21A Mildenhall Road, Worlington The District Councillor advised that this application had been approved at Delegation Panel with significant conditions with a revised layout and design and following receipt of the Highways report.	

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16/11/7
16/11/7.1

Finance & Policies:

Parish Council Bank Reconciliation from List of Payments/Receipts

The Payments and receipts for September/October 2016 were scrutinised and approved. The Lloyds Treasurer account balance was confirmed as £7,682.08 as of 21st October 2016 and the Lloyds Business Instant Access account balance was confirmed as £1,368.14 as of 21st October 2016.

Resolved 16/11/7.01.

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

16/11/7.2

Parish Council Account Cheques for signing and approval

Resolved 16/11/7.02

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

Pearce & kemp	Street lighting	000717	£132.08
SALC	Payroll	000718	£54.00
Mrs V Bright	Mileage & Expenses	000719	£29.07
Road Runner TCA	Speedar Batteries	000720	£134.70
FHDC	Play area inspections	000730	£415.30
Fenland Leisure	Swing seat & chains	000731	£134.70
INL Landscapes	Grass cutting	000732	£450.00
Information Commissioner	Date Protection	000733	£35.00
CAS	OneSuffolk Website	000734	£60.00

16/11/7.3

Village Hall Accounts

The Lloyds Treasurer account balance was confirmed as £3,603.42 as of 19th October 2016 and the Lloyds Business Instant Access account balance was confirmed as £2,248.79 as of 19th October 2016.

Resolved 16/11/7.03.

That the Bank balances and reconciliation of payments & receipts for the Village Hall be received and adopted and initialled as such by the Vice Chairman (NF), in the absence of the Chair.

16/11/7.4

OneSuffolk Website

From 1 November 2016, Suffolk County Council will cease to be the provider of this service and Community Action Suffolk (CAS) will become the new provider. As part of the plan to secure the future of the service, an annual charge will be introduced. This charge covers a small fraction of the overall cost of running onesuffolk and is necessary to ensure the service can continue. The level of charge is dependent on what type of organisation you are. For Parish Councils the fee is £50 & VAT per annum.

Resolved 16/11/7.04

It was agreed to approve the annual cost of £50 & VAT for the OneSuffolk website to continue. The Clerk is to register with CAS.

Clerk

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16/11/8	Highways Issues	
16/11/8.1	Traffic Calming Update Kier are currently working on a design for physical traffic calming, as funded by Cllr. James Waters. The houses at Red Lodge are now being built meaning the first allocation of Section 106 monies should soon be agreed and paid out.	
16/11/8.2	Public Footpaths Update See Item 16/11/5.2.	
16/11/8.3	Walnut Tree Parking Cllr. Marshall advised that he had received complaints that patrons of the pub had been parking on the footpath outside the pub, causing obstruction and was an accident waiting to happen/ He suggested that it would only get worse over the Christmas period. It was confirmed that the pub displays notices asking patrons not to park on the footpaths. It was suggested that the Clerk contact SNT (Sgt. Mark Shipton) and Highways for any assistance.	Clerk
16/11/9	Correspondence Forest Heath District Council and St Edmundsbury Borough Council (West Suffolk Councils) are currently consulting on a joint Sex Establishment Licensing Policy for West Suffolk. The proposed West Suffolk policy is mostly the same as the existing policies across both councils. For St Edmundsbury, the main difference is the introduction of a wider range of minimum standard conditions. This is based on national best practice. For Forest Heath, there are no significant differences other than minor amendments to enable it to become a joint document for West Suffolk. It should be noted that the policy includes a fee increase which reflects the high cost of processing licensing applications. The consultation is open between 24 th October and 5 th December 2016 and the full policy is on our website www.westsuffolk.gov.uk/consultation . We welcome consultation responses from existing licence holders, the public and statutory stakeholders. Please send your comments in writing to licensing@westsuffolk.gov.uk .	
16/11/10	Village Hall	
16/11/10.1	Roof Quotes and Front Doors/Porch Quotes The Clerk confirmed that funding may be available from the County Councillor's Locality Budget. The Clerk is to forward the quotes to Cllr. Harvey for him to action.	Clerk/ BH
16/11/11	Parish Matters	
16/11/11.1	Defibrillator The Clerk confirmed that she had received quotes from Community Heartbeat Trust and she had now submitted the application to Big Lottery. It can take up to 10 weeks to receive a decision.	
16/11/11.2	Village Sign Cllr. Lucas confirmed that he was unable to carve the design. The Clerk reiterated the quotes received and Cllr. Harvey asked the Clerk to send him the quotes to establish whether	Clerk/

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funding was available through the Locality Budget.

BH

16/11/11.3

Bench for Queens 90th Birthday Commemoration

The Clerk presented several options for benches and picnic tables in hardwood and recycled plastic material (Enviropol). It was agreed that the preferred option was the recycled plastic *Sneyd* picnic bench from Broxap. The Clerk is to forward the quote for the bench and installation to Cllr. Harvey for the fund to be secured and paid into the Parish Councils bank account. The Clerk will order the bench once the funds have been received.

Clerk/
BH

16/11/11.4

Village Planting

Cllr. Foster (NF) presented the costs of the planters and suggested that the residents could be responsible for watering the plants etc. It was agreed that this was not likely to happen and that perhaps the idea could be deferred until the Traffic Calming Scheme had been agreed.

16/11/11.5

Worlington Cricket Club Lease Agreement

Cllr. Foster (NF) made suggestions regarding the terms & conditions of the use of the land and suggested that an annual rent be agreed. The Clerk confirmed that the terms of the draft agreement needed to be decided, before the lease could be agreed. Councillors and the public disagreed on the issue of the use of the land and how to proceed. The meeting was called to order by the Vice Chair (NF), acting as Chair, and the item was agreed to be deferred to the January meeting. The Clerk advised she would draft up an agreement, with suggested terms & conditions and rent proposals to be considered by email before the next meeting.

Clerk

Items for next Agenda – next meeting on Thursday 5th January 2017.

- Queens 90th Birthday Commemorative Bench Update
- Village Sign Funding Update
- Defibrillator Big Lottery Application Update
- Cricket Club Lease Agreement Draft
- Traffic Calming Update
- Walnut Tree Parking Update
- VAS Scheme Consultation Update & Decision to proceed
- Hythe Track Gate Update
- Play Area repairs & Quotes
- Security Light for Recreation Ground Car Park decision
- Village Hall Roof & Front Doors/Porch Funding Update
- Village Hall Sign Quotes
- Football Goal Posts Update

Meeting Closed at 9:50pm

Signed: *N. Foster*

Chairman, Worlington Parish Council

Date: 5th January 2017

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