

# Worlington Parish Council

## Minutes of the Parish Council Meeting held in the Village Hall from 7.30pm Thursday 5<sup>th</sup> July 2018

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

**Present:** Clerk – Vicky Bright.

Item	Meeting opened at 07.30pm	Action
	<p><b>Public Forum – LGA 1972, Section 100(1):</b> 1 Member of the public was in attendance.</p> <p>The SID rota was confirmed as fortnightly between the 4 sites.</p> <p>The Clerk was asked to write to the owners of the hedge opposite the Walnut Tree, to ask them to cut it back level.</p>	Clerk
18/07/1	<p><b>Chairman’s Welcome &amp; Acceptance of Apologies for Absence (LGA 1972, Section 85(1) &amp; (2)):</b> <b>Apologies:</b> Cllr. B. Harvey. <b>Absent:</b> None</p>	
18/07/2	<p><b>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:</b> None.</p>	
18/07/3	<p><b>To approve the Minutes of the Annual Parish Council meeting held on 31<sup>st</sup> May 2018 - LGA 1972, Schedule 12, para 41(2):</b> <b>Resolved 18/07/3.01</b> The minutes of the Annual Parish Council meeting held on 31<sup>st</sup> May 2018 were adopted as a</p>	
18/07/4	<p><b>Councillor Vacancy Update:</b> The Clerk advised that no applications had been received. Advertising for the vacancy will continue.</p>	
18/07/5 18/07/5.1	<p><b>External Forum:</b> <b>County Councillor</b> Cllr. Louis Busuttil was not in attendance.</p>	
18/07/5.2	<p><b>District Councillor</b> Cllr. Brian Harvey sent his apologies.</p>	
18/07/5.3	<p><b>Police Report</b> The latest edition of your local Safer Neighbourhood Team (SNT) newsletter is now available to view on the Suffolk Constabulary website <a href="https://www.suffolk.police.uk/your-area">https://www.suffolk.police.uk/your-area</a></p>	
18/07/6 18/07/6.1	<p><b>Reports:</b> <b>Update from the Friends of the Village Hall</b> Nick Foster read a report for the Friends of the Village Hall;</p>	

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Yoga re-starts again next Wednesday, but the keepfit class is now on a break until September. We had only one party booked for June and not much else booked for the coming months. Our 3<sup>rd</sup> Annual Duck Race will be held on 5<sup>th</sup> August and has been advertised in the Pump, and flyers will be going out next week.

18/07/6.2

### **Play Area and Maintenance**

i)

No issues to report.

ii)

### **Parish Footpaths & Public Footways.**

The footpath to Mildenhall has now been re-reported with the problem and works being described in full, and an email from Mark Stevens, Assistant Director of Operational Highways, has confirmed works are scheduled for end of July 2018.

### **The 'Hythe' Track**

The hedge has now been cut back on the track. The Clerk is to investigate with PROW who is the landowner and try to establish responsibility. As the track is unregistered, then the Clerk is to investigate whether the track can be adopted and registered by the Parish Council.

Clerk/  
PROW

18/07/6.3

### **SID (VAS) Scheme Update**

No Update.

18/07/6.4

### **External Meetings that Councillors may wish to report upon**

The Clerk presented a presentation from the LGBCE Briefing, held on 21<sup>st</sup> June 2018, regarding the Electoral Boundary Review. The consultation will run between now and 27<sup>th</sup> August 2018. <https://consultation.lgbce.org.uk/node/13251> or by email [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk)

18/07/6.5

### **Clerks Report**

The Clerk confirmed she had reported the faulty street light at The Paddocks.

18/07/7

### **Planning Applications:**

None.

18/07/8

### **Finance & Policies:**

18/07/8.1

### **Parish Council Bank Reconciliation from List of Payments/Receipts**

The Payments and receipts were scrutinised and approved. The Lloyds Treasurer account balance was confirmed as £7,926.22 as of 15<sup>th</sup> June 2018 and the Lloyds Business Instant Access account balance was confirmed as £1,369.23 as of 15<sup>th</sup> June 2018.

### **Resolved 18/07/8.01**

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

18/07/8.2

### **Parish Council Account Cheques for signing and approval**

### **Resolved 18/07/8.02**

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

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Suffolk Preservation Society	Membership	000791	£30.00
INL	Grass cutting	000792	£270.00
Mrs V Bright	Mileage & expenses	000793	£14.65

18/07/8.3

### Village Hall Accounts

The Lloyds Treasurer account balance was confirmed as £61.11 as of 19<sup>th</sup> June 2018 and the Lloyds Business Instant Access account balance was confirmed as £0.38 as of 19<sup>th</sup> June 2018.

#### Resolved 18/07/8.03.

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

18/07/8.4

### General Data Protection Regulation Adoption of Policies

The Clerk presented the Councils Data Audit Report and newly drafted Privacy Policy, Privacy Notice for Employees and a Subject Access Request (SAR) Policy and Procedure for approval.

#### Resolved 18/07/8.04.

It was agreed to adopt the General Privacy Policy, and this was duly signed by the Chairman (NF)

#### Resolved 18/07/8.05

It was agreed to adopt the Privacy Notice for Employees, and this was duly signed by the Chairman (NF).

#### Resolved 18/07/8.06

It was agreed to adopt the SAR Policy & Procedure, and this was duly signed by the Chairman (NF).

18/07/8.5

### Quarterly Asset Risk Assessment Report

Cllr. Foster (SF) presented the Asset Risk Assessment report, issues highlighted were;

- Village Sign has now deteriorated significantly and needs replacing. The Clerk is to look at options/quotes and funding for the next agenda.
- The War Memorial wall needs re-pointing and the railings need re-painting. Cllr. Foster is to address these items.
- The Bench by the Village Sign needs re-treating. Cllr. Foster is to address this item.
- The Notice Board needs a coat of varnish. Cllr. Foster is to address this item.

Clerk

SF

SF

SF

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18/07/9  
18/07/9.1

### Highways Issues:

#### **Traffic Calming Update**

No update.

18/07/9.2

#### **A11/Fiveways Improvements Update (RIS2)**

Works that will be carried out in Autumn 2018, to relieve congestion, will include; Traffic Lights to be installed on approaches from A11 North, A11 South and A1101 West, the speed limit will be reduced to 40mph on A11 Southbound approach towards Newmarket, the speed limit will be reduced to 50mph on A11 North approach from Thetford, all road markings will be renewed, directional signs are to be relocated to give more advanced notice and improve visibility, and new signage is to be added. The works will take approximately 5 weeks to complete. A Public Information Event will be held on Monday 6<sup>th</sup> August 2018 between 11am-6pm, at the Jubilee Centre, Mildenhall.

The Clerk was asked to report that the Council Bin Lorries are crossing the A11 Dual carriageway to Golf Links Road to get to Red Lodge, in the fast lane doing approx. 10mph.

Clerk

The Clerk was also asked to report the faded U-Turn sign at the Tuddenham/Barton Mills crossing of the A11.

Clerk

18/07/10

### Correspondence:

#### **Update on Landscaping & Visual Improvements to A11 Barton Mills**

The Clerk advised that correspondence had been received following complaints about the Visual Improvements works on the A11. Highways England had confirmed that the works are to be in keeping with the local distinctive Breckland Landscape, and the trees removed, which were a majority of hybrid Poplars, will be replaced with Field Maple, Silver Birch, Spindle, Holly, Hawthorn, Dogwood, common Privet, Oak Dog Rose, Sweet Chestnut and Mountain Ash. Scots Pines will also be planted to compliment the Breckland Landscape. There will also be wild flower seeding and wild grasses. Work will continue over Summer to prepare the ground and planting will continue into the Autumn.

#### **Waste & Minerals Local Plan Consultation**

The next stage of consultation closes at 5pm on 23<sup>rd</sup> July 2018.

<https://www.suffolk.gov.uk/mineralsandwaste>

#### **Barratt Homes Update – Land East of Newmarket Road and North of Elms Road, Red Lodge**

Barratt Homes received planning permission in March 2018 to provide 125 new homes on land East of Newmarket Road and North of Elms Road, Red Lodge. Since then, they have been making preparations for construction, and building and construction works will commence on Monday 9 July 2018. At present, they are securing the site boundary with fencing and timber posts to ensure the safety of the public. Barratt Homes are also starting to bring on site an assortment of large machinery, tools and vehicles. From Monday 9 July, Barratt Homes' professional construction team will begin the following activities:

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- Site compound construction
- Topsoil removal
- Install noise attention bunds
- Provide new drainage and install utilities
- Laying new roads including site access

### Hours of operation

As Barratt Homes is a member of the Considerate Constructors' Scheme, they have agreed that building and construction works will operate from:

8.00am to 6.00pm Monday to Friday & 8.00am to 1.00pm on Saturdays. The site is closed on Sundays, Bank or Public holidays.

### Onsite construction contact

Barratt Homes' site construction contact, Richard Taylor will be available to answer any questions or queries about our building and construction works. Richard Taylor can be contacted by e-mail: [richard.taylor@bdwhomes.co.uk](mailto:richard.taylor@bdwhomes.co.uk) or by phone: 07824 840047.

18/07/11  
18/07/11.1

### Village Hall:

#### Update on Funding

The Clerk advised that a grant of £3,499.20 from the Suffolk Rural Fund towards the new Boiler and also to be used towards improvements to the hall.

18/07/11.2

#### To Consider Windows Replacement Scheme

It was agreed to replace the kitchen window and door and the toilet windows, using the money received from the Suffolk Rural Fund.

#### Resolved 18/07/11.01

It was agreed to instruct GW Windows to proceed with the replacement of the kitchen window and door and the 4 toilet windows at a cost of £2,179.00, including VAT.

The Clerk is to ask GW Windows to quote for the sash window in the main hall which has rotted and needs replacing.

#### Resolved 18/07/11.02

It was agreed that if the quote to replace the sash window in the hall is £500 or less then the Clerk has the authority to proceed with the emergency works.

It was agreed to start building up earmarked reserves to replace the other sash windows at the hall over the next 2-3 years.

18/07/12  
18/07/12.1

### Parish Matters:

#### Street Lighting Update

The Clerk advised the light at Walnut Grove had been delayed being connected due to UKPN having received a high volume of emergency repairs and call outs. The new date scheduled for connection is 31<sup>st</sup> July 2018.

18/07/12.2

#### 'Hythe' River Access Update

Clerk

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The Clerk advised that she is still waiting for a meeting with River Lark Catchment Partnership (RLCP) to be arranged with the Environment Agency.

18/07/13

### Items for Next Agenda:

- GDPR Update
- Traffic Calming Update
- Golf Links Road Surfacing/Flooding Update
- VAS Data Update
- Footpaths Update
- 'Hythe' River Access Update
- Village Hall Windows Update
- Asset Maintenance Update
- Village Sign Quotes/Options

The Next Parish Council Meeting to be held on Thursday 6<sup>th</sup> September 2018 at 7:30pm, in the Village Hall.

Meeting Closed 8:35pm.

Signed: *Nick Foster*  
Chair, Worlington Parish Council

Date: 6<sup>th</sup> September 2018

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