

# WORSTEAD PARISH COUNCIL



To the members of the Council.

You are invited to the MONTHLY MEETING of Worstead Parish Council to be held in the Queen Elizabeth Hall's Club Room on **Tuesday 22<sup>nd</sup> January 2019 at 7.30pm** for the purpose of transacting the following business. If you are unable to attend, please ring the Clerk on (01692) 535775.

## AGENDA FOR MONTHLY MEETING

- 1 Open forum for Public Participation: an opportunity to hear from members of the public
- 2 District / County Councillor
- 3 To open the Council meeting and consider acceptance of apologies, if applicable.
- 4 To resolve whether to approve the minutes of the Monthly Meeting held on 27<sup>th</sup> November 2018.
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation
- 6 Election of Subcommittees for Queen Elizabeth Hall Representative
- 7 Finances and Administration:
  - a. To consider approval of Statement of Account and Bank Reconciliation
  - b. To consider the following invoices and resolve whether to make payments for:

Garden Guardian (Maintenance 2018 - £1405.00 + £281.00 VAT)	£1686.00
Sarah Martin (Salary and Expenses Oct-Dec 2018)	£ 643.49
A.A.Joinery invoice Heritage Boards (£1589.47 + £317.89 VAT)	£1907.36
  - c. To appoint Internal Auditor for 2018/2019
  - d. Financial Correspondence: None
- 8 Planning: (Cllrs. Harris, Barrett and Millar)
  - a. To receive new applications and make comment: None
- 9 Leisure and Recreation: (Cllrs. Allen, Cole and Barrett).
  - a. Play equipment report
  - b. Bittern Line/Train Station update
  - c. To update on 'Churchyard Conservation Scheme'
- 10 Highways: (Cllrs. Bond and O'Hara)
  - a. Update regarding Parish Partnership Scheme 2019/2020
- 11 Queen Elizabeth Hall report (Cllr Ginn)
- 12 Reports to be raised for consideration and resolved if necessary:
  - a. Graveyard extension progress report.
  - b. Phone boxes update
- 13 To consider responses to NNDC Priorities
- 14 Matters for discussion (for information only)
- 15 Items for next agenda: **26<sup>th</sup> February 2019**
- 16 Correspondence:  
North Norfolk Open Space, Sport and Recreation Study

For and on behalf of Worstead Parish Council

*Sarah Martin*

Sarah Martin, Clerk

Dated: 17<sup>th</sup> January 2019