

WORSTEAD PARISH COUNCIL

Worstead Parish Council, Sarah Martin. Email: clerk.worsteadpc@gmail.com Tel: (01692) 535775
 Website: www.worsteadpc.norfolkparishes.gov.uk



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 26th March 2019 at 7.30pm

Present: S. Cole (Chair), R. Barrett, A. Bond, J. Allen, M. Smith, S. Harris, A. Millar and K. O'Hara
 (7.34pm)

Also in attendance: 4 members of the public

Clerk: Mrs. Sarah Martin.

1:	<p>Public Participation: It was reported the number of potholes in the car park which need investigating, and the hedges around car park and field in need of being trimmed and tidying up.</p> <p>Member of public spoke about the concerns previously raised regarding the increased traffic going through the village due to the harvesting of maize for the bio burners at Scottow. The process was explained by the farmer stating the proposed harvest time of 17days, which is condensed, opposed to the farming of sugar beet, wheat and barley. It is proposed to put in a traffic management plan in conjunction with Highways, and where possible push the traffic away from the village trying to take into consideration the narrow roads, tight corners, eliminating damage to verges and buildings and for the safety of parishioners, including children, within the Parish.</p> <p>Concerns were raised by representatives of Sloley PC regarding the narrow roads and vehicles not being able to pass each other - the response was this would be considered during the traffic management plan to prevent holdups. Farming has been ongoing within the Parish over the past years and major issues have not arisen.</p> <p>A parishioner raised concerns over the fundamental issues relating to the tonnage of maize and the speed the tractors travel through the village. This was responded to stating Worstead Farms do use Contractors, however all are made aware of the speed limits throughout the village, but any speeding farm vehicles should be reported to Worstead Farms to investigate. Clerk has reported speeding issues to the Police.</p> <p>County Councillor John Timewell – Worstead Village is predominantly an agricultural village and therefore used by agricultural vehicles , however these are larger now in size, but this is an issue affecting many small parishes. An introduction will be made with the Highways Officer to work with Worstead Farms on the traffic management plan, to be agreed by both parties.</p> <p>The farmer explained that due to the proposed harvest period of around 17 days around Tunstead, Dilham, Smallburgh and Worstead, during the summer months there should be no combines/tractors. Potatoes, salads and carrots will still be harvested, however no dairy farming.</p> <p>The digestate process and storage was raised, discussed and explained to all. The Traffic Management Plan will be circulated once produced. PP closed 8.10pm</p>	<p>ACTION BY: Clerk/ SM</p>
2:	<p>District / County Councillor: District Councillor Saul Penfold reported the Budget was considered at a meeting on 27/02/19 and was agreed and signed off by all parties – there will be a small Council Tax increase equivalent to £4.95 to a Band D property; important to protect services. Worstead litter pick took place on 16/3/19 and a further one carried out on 17/03/19 in Meeting Hill collecting 10 bags of rubbish including paint cans and tyres. It is hoped the Openreach cabinet (27) on Old Yarmouth Road will be live by the end of the month. The verge damage at Meeting Hill should be repaired by end of March, and the noticeboard to be installed soon.</p> <p>County Councillor John Timewell reported there are no County Elections. The final figure for the cost of the NDR has been released and came in at £10million over budget.</p>	

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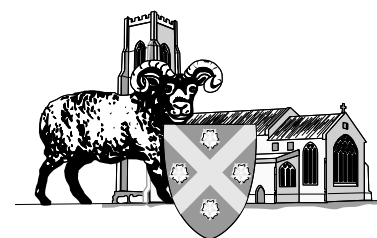


	<p>There will be no more committee meetings; however, there may be some back-up committees during the change over to the cabinet system.</p>	
3:	<p>Apologies of Absence: Apologies were received and accepted from Steve Ginn.</p>	
4:	<p>To resolve whether to approve the minutes of the monthly meeting held on 26th February 2019: The minutes were proposed as a correct record without amendment by J. Allen and seconded by K. O'Hara; all Cllrs. agreed. They were duly signed by the Chairman.</p>	
5:	<p>Members' declarations of interest in items on the agenda: None.</p>	
6:	<p>Finances:</p>	
a	To consider approval of Statement of Account and Bank Reconciliation - There were no questions raised; all agreed to accept these.	
b	To consider the following invoices and resolve whether to make payments for:	
	Arteesane (Woven Newsletters December £135/March £150)	£285.00
	Sarah Martin (Salary and Expenses Jan-Mar)	£556.62
	HMRC (PAYE/NI)	£189.00
	The Queen Elizabeth Hall (hall hire April 2018-March 2019)	£162.00
	Resolution: It was agreed to pay these invoices	
c	To consider subscription to NALC or NPTS	
	Resolution: It was agreed to remain with NALC for 2019/2020	
d	To discuss and consider Parish Council website	
	Resolution: It was agreed remain with the NALC website within the subscription, however Clerk to set up a new website on the new version.	
e	To review and consider approval of the following documents:	
	i. Standing Orders	
	ii. Asset Register	
	iii. Financial risk assessment document	
	Resolution: It was agreed to approve the documents.	
f	Financial Correspondence: None	
7:	<p>Planning: (Cllrs. Harris, Barrett and Millar)</p>	
a	To receive new applications and make comment:	
	PF/18/1026 Hall Farm, Sloley Road, Worstead, North Walsham, NR28 9RS - Change of use of existing agricultural land & buildings to mixed agricultural, livery & riding school; with menage & new access (retrospective)	
	Resolution: No Objection or Comment	
	C/1/2019/1002 Boundary Pit, Off Sandy Hills, Old Yarmouth Road, North Walsham, Norfolk NR28 9NA: Variation of conditions 1 and 3 of permission reference C/1/2018/1008 to replace approved surface water management plan with alternative drainage proposals: Carl Bird Limited	
	Resolution: No Objection or Comment	
b	To receive planning updates and decisions: None	
c	Local Plan Update: First Draft Public Consultation - The consultation will run from Tuesday 7 May - Wednesday 19 June. There is a drop-in event on Tuesday 16th April 2019, between 2:30-7:30pm at The Atrium, North Walsham.	
8:	<p>Leisure and Recreation: (Cllrs. Cole, Allen and Barrett).</p>	
a	Play equipment report: Regular checks being carried out, and the Annual Inspection is due during June.	
b	Bittern Line/Train Station update: The "Worstead" signs are restored and ready to be put back up. Thanks given to CIM Rackheath for donating the new lettering. The Bittern Line	

SM

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	<p>Partnership meeting was attended by the station adopter, and feedback was given regarding the intermittent working of the ticket machine and overhead displays , which is not good for passengers. New trains are coming on stream, with 3 carriages. Planting of bulbs is required in the tubs, as although this was done last year unfortunately, they have not survived.</p>	
9:	Highways: (Cllrs. Bond and O'Hara).	
a	To discuss and consider HGV traffic through the village Discussed within public participation. Traffic Management Scheme to be produced with the farm and Highways.	
b	To update regarding the noticeboard at Meeting Hill To be cut to size and installed	SC
c	Update regarding Parish Partnership Scheme 19/20 Worstead PC was successful with he bid for wooden posts at the School. Clerk to contact the School for their agreed contribution of £250 towards this project.	Clerk
d	Signage at Worstead School The sign on the green outside the School had fallen down as post broken. Clerk to obtain quotes and speak to school regarding redesigning the picture. Cllr. Saul Penfold left 8.58pm	Clerk
10:	Queen Elizabeth Hall (Cllr Ginn):	
a	To receive report – read by Ron Barrett March has been a busy month: Film Night - very successful capacity audience for 'A Star is Born' complete with Popcorn and Ice Creams. Also, a Bingo Night and Pre -School quiz were well attended. The hall is also booked for a private children's party this coming weekend . Forthcoming attraction is the Lindy Hop Dance Night on Saturday 6th April . A number of Bookings taken on this already. If it is successful, then we would look to hold it regularly. The Manageress of the Hall will speak to the dog show hirers to stress the removal of their dog waste after the event, so as not to overflow the dog bin and therefore eliminate complaints. The upgrade of the Fire alarm system to a level 4 will take place over three days 8 th , 9 th and 10 th April . This will in effect complete 95 % of our fire risk assessment programme leaving just a small number of low level risks which we will complete in the near future . The preschool raised issue of some uneven/ raised paving slabs in the play area, however this is to be passed back as the responsibility of the hall committee. The still in the kitchen was condemned as water was leaking and had to be scrapped. Fire risk assessments are being complied into the correct paperwork. Leaking cladding and heating issues are being addressed. Internet access is being investigated. The Worstead Festival are looking to hire the office.	
b	To discuss and consider Village Hall Car Park Due to the many potholes within the car, it has been suggested to look into tarmacking all or part of the area, which will also improve access to the hall for those less able. To investigate/apply for grants from The Big Society at NNDC and Worstead Festival.	Clerk/ SC/AB
11:	Reports, if any, to be raised for consideration and resolved if necessary:	
a	Graveyard extension progress report – Andy to carry out tree survey at location. Dischargeable conditions forms need to be completed/submitted as per the planning decision.	AM/SC/ Clerk
b	Churchyard Conservation Scheme Norfolk Wildlife Trust to carry out a survey during May/June. Map of area to be sent to NNDC. Suggestion given of having sheep graze within Churchyard - to be considered.	AM/SC
c	Phone boxes update – Date to be set in the spring to repaint the remaining phone boxes and convert them to book swaps and mini art galleries/museums.	
12:	Matters for discussion (for information only):	

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	<p>Back Street, a one-way road is being used as two way traffic - to be monitored. Suggestion to help older parishioners with transport to the Worstead Festival – to be forward onto the Festival Committee. District and Parish elections taking place on 2nd May 2019.</p> <p>13: Items for next agenda 23rd April 2019:</p> <p>14: Correspondence (for information only): Norwich Western Link Update Changes to Mobile Library Service in Worstead Carers Matter Norfolk</p> <p>Members of public left 9.20pm</p> <p>15: To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items:</p> <ul style="list-style-type: none">i. Clerks Appraisal – S. Cole and R. Barrett to carry out. Date to be agreed.ii. To note the Clerk’s new pay rate from 1 April 2019 - The Council resolved to approve the recommended 2% cost of living pay increase recommended by the SLCC and NALC from 1 April 2019. <p>For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk</p> <p style="text-align: right;">Dated: 16th April 2019</p>	
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Meeting closed at 21.22