

WORSTEAD PARISH COUNCIL

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



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 23rd April 2019 at 7.30pm

Present: S. Cole (Chair), R. Barrett, A. Bond, J. Allen, M. Smith, S. Harris, S. Ginn, A. Millar
 and K. O'Hara (7.35pm)

Also in attendance: 2 members of the public

Clerk: Mrs. Sarah Martin.

		ACTION BY:
1:	<p>Public Participation: It was reported the number of potholes in the car park (which are under investigation), and a pothole at the top of Ruin Road to be reported to Highways.</p>	Clerk/ SM
2:	<p>District / County Councillor: District Councillor Saul Penfold reported there is a full Council meeting being held tomorrow at NNDC. Parishioners in Briggate have requested the SAM2 device being placed there. Parishioners also raised the question of the speed limits in Briggate which change from 60mph to 30mph within a short distance and asked if the 30mph sign can be moved forward. It has also been requested if a new 'Briggate' sign could be installed for when entering the hamlet. Worstead cabinet 27 for faster broadband is still not live. County Councillor – there was no County Councillor report.</p>	
3:	<p>Apologies of Absence: There were no apologies of absence.</p>	
4:	<p>To resolve whether to approve the minutes of the monthly meeting held on 26th March 2019: The minutes were proposed as a correct record without amendment by R. Barrett and seconded by S. Harris; 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:	
	Norfolk County Council (Parish Partnership 2019/20 Scheme) £875.00*	
	*Worstead Primary School have agreed a contribution of £250	
	Norfolk Association of Local Councils (Subscription 2019/20) £231.15	
	Resolution: It was agreed to pay these invoices	
c	To consider village hall office hire: The PC previously rented the office (shared with the Festival) at £75 per month. The Festival have agreed to rent the office again and asked if the PC would like to share it at a cost of £50 per month, however this would be mainly for storage as the office does not currently have internet or heating. It was agreed to postpone this item to the May meeting and to investigate any other storage options/costs.	
d	Update on Parish Council website: The new website is in progress. Clerk to circulate address to all for comment.	SG
e	To review and approve the following documents:	Clerk
	i. Co-option policy	
	ii. Co-option application form	
	Both the policy and application form we agreed by all. Clerk to advertise Councillor vacancy, with the aim to co-opt at the May meeting.	
f	Financial Correspondence: None	Clerk

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<p>7: a</p>	<p>Planning: (Cllrs. Harris, Barrett and Millar) To receive new applications and make comment: PF/19/0567 - The Coach House, Withergate Road, Worstead, NORTH WALSHAM, NR28 9SE - Conversion of outbuilding to holiday let at ground floor and domestic studio at first floor (Retrospective) Resolution: No Objection or Comment</p> <p>b To receive planning updates and decisions: None</p>	
<p>8: a b c</p>	<p>Leisure and Recreation: (Cllrs. Cole, Allen and Barrett). Play equipment report: Regular checks being carried out – basic maintenance has been done. To investigate options for replacing grass on the side of the slide. Annual Inspection is due during June.</p> <p>b Bittern Line/Train Station update: The tubs on the station have been planted up, however the tap on the water butt has been vandalised and broken – adopter looking into replacing. The “Worstead” signs are restored and Clerk has contacted GA to arrange reinstatement.</p> <p>c To update on ‘Churchyard Conservation Scheme’: Norfolk Wildlife Trust to be contacted to update them and to request them to visit during May to see the progress.</p>	<p>RB/JA</p> <p>AM</p>
<p>9: a</p>	<p>Highways: (Cllrs. Bond and O’Hara). To update regarding the noticeboard at Meeting Hill: To be installed within the next couple of weeks</p>	<p>SC</p>
<p>10: a b</p>	<p>Queen Elizabeth Hall (Cllr Ginn): To receive report: Due to limited funding, and to save costs on scaffolding, the windows at the top of the building are to be replaced at the same time as the cladding, however one more quote for windows is to be received. The committee is looking into the legal recommendations of capacities within the hall for safety/fire regulations. Fire alarms are now installed (hard wired using existing control panel) Public meetings are held on the second Monday of the month, and at the next meeting the repairs of the paving slabs at the preschool will be discussed. Fundraising has been taken on by a new committee member and a meeting with Community Action Norfolk arranged to gain advice on grants/fundraising. The next film night is planned for 17th May 2019 – Leave no Trace. Another Lindy Hop night is planned for the near future. It is hoped there will be another Worstead Yard Sale held towards the end of the summer and the village hall being involved at the centre, serving refreshments and selling maps. The village hall has a new committee – details on QEVH website. Wildfest event taking place on 4th May – to be advertised within the village.</p> <p>b To discuss and consider car park improvements: The two issues discussed – number/reoccurrence of potholes and cost of tarmacking either the front or whole of car park. The village hall committee is investigating installing a ground source heat pump within the car park. Concerns were raised over drainage and should be considered further.</p>	
<p>11: a b</p>	<p>Reports, if any, to be raised for consideration and resolved if necessary: Graveyard extension progress report – No further progress Phone boxes update – Ongoing</p>	<p>SC/AM</p>
<p>12:</p>	<p>Matters for discussion (for information only): Village Pub sign is in progress of repair. Awaiting quote for school sign repair</p>	

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13:	Items for next agenda 14th May 2019:	
14:	Correspondence (for information only): Pathmakers trustee vacancies Rural Housing Conference (CPRE) Nominations for our new Norfolk ALC Executive (following May elections) For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk	Dated: 10 th May 2019

Meeting closed at 20.35