

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 Annual Parish Council meeting held at Queen Elizabeth Hall Tuesday 25th June 2019 at 7.30pm

Present: S. Cole (Chair), R. Barrett, A. Bond, J. Allen, S. Harris, S. Ginn, A. Millar and M. Smith (7.39pm)

Also in attendance: 2 members of the public

Clerk: Mrs. Sarah Martin.

		ACTION BY:								
1:	<p>Open forum for Public Participation: an opportunity to hear from members of the public Residents from Barnards Road attended the meeting to raise concerns over the increased incidents of speeding traffic along this narrow residential road and safety for residents and animals. It was requested for the PC to support a speed reduction from the current 60mph to 30mph. County Councillor John Timewell commented that a Traffic Regulation Order would be needed for this and costs in the region of £6000 - his budget would not cover this as has to be shared between 13 parishes. NCC are currently addressing major issues, and therefore it is unlikely this would be supported, but would investigate further. Clerk had correspondence with the Highways Engineer who reiterated the costs and NCC priorities. Posts suitable for SAM 2 devices will be investigated along this road. It was raised the potholes along Sloley Road within the passing places and along Honing Road. These can be reported via Highways website directly, however Clerk will raise with Highways Ranger. There were reports of broken bottles within the play area – to be monitored.</p>	<p>Clerk Clerk</p>								
2:	<p>District / County Councillor: County Councillor - John Timewell stated that County was quiet at the moment, and therefore there was nothing specific to report. District Councillor - Saul Penfold sent apologies to the meeting.</p> <p>PP closed 19.48 – 2 members of public left meeting</p>									
3:	<p>Apologies of Absence: Cllr. O'Hara sent apologies to the meeting (personal).</p>									
4:	<p>To resolve whether to approve the minutes of the monthly meeting held on 14th May 2019: The minutes were proposed as a correct record without amendment by R. Barrett and seconded by A. Bond; all Cllrs. agreed. They were duly signed by the Chairman.</p>									
5:	<p>Members' declarations of interest in items on the agenda and any requests for dispensation: Andy Millar and Jake Allen for updates on The White Lady planning application.</p>									
6:	<p>Finances:</p> <p>a To consider approval of Statement of Account and Bank Reconciliation - There were no questions raised; all agreed to accept these.</p> <p>b To update on Insurance: It had been agreed to accept the insurance quote from Community Action Suffolk (Royal Sun Alliance) for a 3 year deal – year 1 £ 293.93</p> <p>c To consider the following invoices and resolve whether to make payments for:</p> <table border="0" data-bbox="209 1955 1289 2089"> <tr> <td>Sarah Martin Salary and Expenses (April-June)</td> <td style="text-align: right;">£866.44</td> </tr> <tr> <td>'Business Services at CAS Ltd' (RSA Insurance)</td> <td style="text-align: right;">£293.93</td> </tr> <tr> <td>Westcotec Ltd. (SAM2 device equipment inc VAT £1.00)</td> <td style="text-align: right;">£ 6.00</td> </tr> <tr> <td>Mr Shane E Mallett (The Woven Newsletter – June Issue/plastic dispensers)</td> <td style="text-align: right;">£172.65</td> </tr> </table>	Sarah Martin Salary and Expenses (April-June)	£866.44	'Business Services at CAS Ltd' (RSA Insurance)	£293.93	Westcotec Ltd. (SAM2 device equipment inc VAT £1.00)	£ 6.00	Mr Shane E Mallett (The Woven Newsletter – June Issue/plastic dispensers)	£172.65	
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d	To agree Parish Council Training: It was suggested to hold this during October. Clerk to arrange.	Clerk
e	To approve Equality Policy The draft policy had been circulated prior to the meeting, it was agreed to approve this policy.	
f	Financial Correspondence: None	
7:	Planning: (Cllrs. Harris, Barrett and Millar)	
a	To receive new applications and make comment: PF/19/0903 Mondbara, 21 Woodview, Worstead, North Walsham, NR28 9RR - Single storey rear and side extension Resolution: No Objection or Comment PF/19/0998 Land South of Orpley Lane, Meeting House Hill, Worstead – Proposed single storey detached dwelling Resolution: Objection – to include encroachment into open countryside (Local Plan), visibility of proposed property on raised site, setting a precedent and drainage.	
b	To receive planning updates and decisions: The following update was added by Chairman Cole to be considered and agreed as received after agenda published: <i>Cllrs. Allen and Millar abstained from discussion and commenting on the following planning update:</i> The White Lady PF/19/0654 & LA/19/0655 – It was agreed to request with the District Councillor this application be considered by delegated committee.	
8:	Leisure and Recreation: (Cllrs. Cole, Allen and Barrett).	RB
a	Play equipment report: Zip wire needs tightening. The Annual Inspection has not been carried out as of yet. Gym equipment to be discussed at the next meeting following the inspection report.	
b	To update on Conservation Scheme's: Meeting still to be arranged with school to consider conservation area on green outside school. The Churchyard conservation area should be cut August/September time.	RB/AM AM
c	To confirm revision to Premises Licence (amending times and adding off-sales): The amendment has been submitted to NNDC and under consultation until 4 th July.	
9:	Highways: (Cllrs. Bond and O'Hara).	SC/JA
a	To update regarding the noticeboard at Meeting Hill: To be installed this week.	
10:	Queen Elizabeth Hall (Cllr Ginn):	
a	To receive report: The open Day was a success and thanks given to all who helped. A lot of feedback was received which is being collated. The hall is running out of money but looking into fundraising and grants following advice given from a meeting with Community Action Norfolk (CAN). Events are still being organised including a Lindy Hop and Yard Sale for which the hall will be the hub. The office has now been hired out and needs to be cleared.	
b	To discuss and consider car park improvements: It was discussed considering the grant applications which the village hall will submit so as both parties do not apply at the same time. It was discussed and agreed to investigate plastic mesh and grass crete as well as tarmac.	Clerk
c	The following item was added by Chairman Cole to be considered and agreed: An updated plan had been received from the Preschool for a forest school area on the recreation ground. It was discussed following many considerations, and although supported in principle, it was felt this would affect other uses of the field and therefore not	

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	workable. The school has offered use of their forest school area and therefore it was agreed to turn down this request.	
11:	School: (Cllr. Barrett)	
a	To consider response to consultation document from Worstead C of E VC Primary School - Proposal to change from Voluntary Controlled (VC) to Voluntary Aided (VA) from 1st January 2020 It was discussed that the school felt this would economically benefit them and have a stronger link with the Church; however the PC felt there was not enough information as to what would be lost following this move. It was therefore agreed to neither support nor object.	
b	To agree presentation of Ida Watts Award (presentation Tuesday 23rd July 2019) It was agreed for Ron Barrett to attend the assembly and present the award. The following item was added by Chairman Cole to be considered and agreed:	RB
c	School sign – Three quotes were presented for a steel post to slot the existing sign into. It was agreed to go with Broadland Products at £90 + VAT for a galvanised post into the ground.	SC
12:	Reports, if any, to be raised for consideration and resolved if necessary:	
a	Graveyard extension progress report: Cllr. Millar has completed a tree survey at the Cemetery. Clerk to identify the dischargeable conditions to be submitted before the project can move forward	Clerk
b	Phone boxes update: The phone box at Briggate had been vandalised, however residents have offered to help with the restoration of the box and for it to be turned into a mini art gallery/book swap. Items to repair the box have been purchased. Clerk to coordinate.	Clerk/ SC
13:	To consider a response to : Environment Agency consultation: draft national flood and coastal erosion risk management strategy for England	
a	Following investigation into the consultation, it was agreed not to submit a response as Worstead is not affected.	
14:	Matters for discussion (for information only): Debris at Lyngate pond discussed as being left for hedgehog protection. It was mentioned a calf lost from the Withergate Road area.	
15:	Items for next agenda 16th July 2019: Parish Partnership Scheme suggestions	
16:	Correspondence (for information only): General Correspondence Cluster 10 Police Newsletter Highway Ranger Visit Norfolk Boreas Offshore Wind Farm - Development Consent Order Application Submitted Rural Housing Conference (CPRE) – Dereham North Norfolk Big Society Fund - Cut-Off date for Applications Norwich Western Link update	
	For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk	
		Dated: 2 nd July 2019

.Meeting closed at 21.16