



You are invited to the MONTHLY MEETING of Worstead Parish Council to be held in the Queen Elizabeth Hall on **Tuesday 24th September 2019 at 7.30pm** for the purpose of transacting the following business.

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 16th July 2019.
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation
- 6 To consider Parish Councillor vacancy
- 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:

NNDC Premises Licence Annual Fee	£ 70.00
Broadland Products (school post repairs) inc. VAT £18.00	£108.00
Sarah Martin (Salary and expenses Jul-Sep) inc. VAT £3.81	£625.57
HMRC (Sarah Martin Jul-Sep)	£ 99.40
NNDC (Bin emptying 1/4/19/31/3/20) inc. VAT £108.12	£648.72
Arteesane (Woven newsletter September issue)	£150.00
 - c. To agree ICO Direct debit Mandate
 - d. To consider donation to the Royal British Legion Poppy Appeal
 - e. To consider Citizens Advice donation request
 - f. To consider and agree frequency of Woven newsletter
 - g. Financial Correspondence: None
- 8 Planning: (Cllrs. Harris, Barrett and Millar)
 - a. To note planning applications comments:

PA/19/1127 – Land at Hall Farm, Sloley Road, Worstead – Installation of electronic communications 17.5m high lattice mast, and associated cabinets – PC response - No Objection or Comment

LA/19/1245 - New Lane Cottage, Sloley Road, Worstead, North Walsham, NR28 9RS - Internal and external alterations, replacement windows and shutters, installation of 2no. velux rooflights, erection of porch and external cladding – PC response - No Objection or Comment
 - b. To receive new applications and make comment:

PF/19/1464 - Deermead Cottage, Broad Road, Worstead, North Walsham, NR28 9RU - Single storey extension to side/rear

PF/19/1432 - Barn Cottage, Station Road, Briggate, Worstead, North Walsham, NR28 9RD - Conversion of barn to holiday accommodation
 - c. To receive planning updates and decisions, if applicable
- 9 Leisure and Recreation: (Cllrs. Cole and Barrett).
 - a. Play equipment report
 - b. To discuss and consider replacement gym equipment
 - c. Conservation Scheme's
 - i. Update (inc. school pond and station)
 - ii. To agree donation to Bure Valley Conservation Group (BVCG)
 - iii. To discuss and consider North East Norfolk Conservation Volunteers offer of clearing work at Lyngate pond during December
 - d. To consider memorial bench request
 - e. To discuss and consider rubbish bin complaint at recreation ground
 - f. To discuss and consider bicycle pod request at Worstead Station
 - g. Defibrillators:
 - i. To consider additional defibrillators within the Parish
 - ii. To consider applying for grant funding
 - iii.

WORSTEAD PARISH COUNCIL

- 10 Highways: (Cllrs. Bond and O'Hara)
 - a. To discuss and consider applications to Parish Partnership Scheme 20/21
- 11 Queen Elizabeth Hall: (Cllr. Ginn)
 - a. To receive report
 - b. To discuss and consider car park improvements
 - c. To discuss Wildfest event request
- 12 School: (Cllr. Barrett)
 - a. To consider a response to the proposed change to Worstead CofE VC Primary School, Worstead
- 13 Reports to be raised for consideration and resolved if necessary:
 - a. Graveyard extension progress report.
 - b. Phone boxes update
- 14 Matters for discussion (for information only)
- 15 Items for next agenda: **22nd October 2019**
- 16 To receive correspondence and agree response (if any):
General Correspondence
Cluster 10 Police Newsletter
Highway Ranger Visit
Five year plan for health and care in Norfolk and Waveney
Weavers' Way Resurfacing and Public Exhibitions
Norfolk ALC Bulletin - 19 September 2019

Sarah Martin – Clerk on behalf of Worstead Parish Council
Sarah Martin

Dated: 19th September 2019