

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 24th September 2019 at 7.30pm

Present: S. Cole (Chair), A. Bond, S. Harris, S. Ginn, A. Millar and M. Smith

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: It was mentioned the broken glass around the rubbish bin at the play park, which had been cleared as best as possible. The bin is emptied fortnightly, or earlier if full, by a volunteer. A parishioner had asked for it to be raised that the pub was not depicted on the artwork at the train station although it is now registered as an asset of community value. The response was given that it was not a conscious decision, but businesses were excluded as it was artwork not PR, and at the time the artwork was being produced the pub was not listed as an ACV.</p>	
2:	<p>District / County Councillor: County Councillor – John Timewell sent his apologies</p> <p>District Councillor – Saul Penfold</p> <ul style="list-style-type: none"> • Cllr. Penfold reported a Greenbuild event was held at Felbrigg , where it was put forward to improve climate change. Free trees are being given out by the Woodlands Trust • Sandscaping at Bacton and Walcott is not completed • There is a new car park at Bacton beach • North Walsham are receiving a grant form Historic England of £975,000 which will be used to focus on and improve its Heritage. • The Corporate Plan identified areas of Affordable housing, Customer focus, Financial sustainability, Quality of Life & Environment • Two parishioners had reported bogus door knocks from people claiming to be from HMRC and remind people to be vigilant. • There is a full Council meeting at NNDC tomorrow. • Norman Lambs successor has been chosen and they hope to visit and meet PC's in the near future. <p>Cllr. Harris asked the question as to why NNDC do not allow 1 hours free parking in Nth Walsham, which would encourage more people to shop in the town. Cllr. Penfold will raise suggestion with NNDC.</p> <p>Cllr. Penfold also spoke about the car park charges at local train stations (NW & Wroxham), and the problems this is causing with an increased number of people parking on roadsides as a result.</p>	
3:	<p>Apologies of Absence: Cllr. O'Hara and Cllr. Barrett sent apologies to the meeting (personal).</p>	
4:	<p>To resolve whether to approve the minutes of the monthly meeting held on 16th July 2019: The minutes were proposed as a correct record without amendment by A. Bond and seconded by S. Ginn; 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: None</p>	

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6:	<p>To consider Parish Council vacancy: Following acceptance of Jake Allen's resignation, thanks were given for all of his contribution during his time on the Parish Council.</p>	
7:	<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:	
	NNDC Premises Licence Annual Fee	£ 70.00
	Broadland Products (school post repairs) inc. VAT	£108.00
	Sarah Martin (Salary and expenses Jul-Sep) inc. VAT	£625.57
	HMRC (Sarah Martin Jul-Sep)	£ 99.40
	NNDC (Bin emptying 1/4/19/31/3/20) inc. VAT	£648.72
	Arteesane (Woven newsletter September issue)	£150.00
	The Royal British Legion* see item d below (s137)	£ 50.00
	It was agreed to pay these invoices	
c	To agree ICO Direct debit Mandate	
	This had agreed and signed, and actioned	
d	To consider donation to the Royal British Legion Poppy Appeal	
	It was agreed to donate £50.00 (s137). Simon Cole to lay the wreath at the Remembrance service on behalf of the PC.	
e	To consider Citizens Advice donation request	
	It was suggested to ask further information as to how many residents within the Parish have used this service within the past year.	
f	To consider and agree frequency of Woven newsletter	
	This was discussed and agreed to remain with 4 issues a year at times when there is news/information to report	
g	Financial Correspondence: None	
8:	<p>Planning: (Cllrs. Harris, Barrett and Millar)</p>	
a	To note planning applications comments:	
	PA/19/1127 – Land at Hall Farm, Soley 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, Soley 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	
	Resolution: No Objection or Comment	
	PF/19/1432 - Barn Cottage, Station Road, Briggate, Worstead, North Walsham, NR28 9RD - Conversion of barn to holiday accommodation	
	Resolution: No Objection or Comment to this application, however, to question the height of wall and gate which has been erected.	
c	To receive planning updates and decisions, if applicable - None	
9:	<p>Leisure and Recreation: (Cllrs. Cole, Allen and Barrett).</p>	
a	Play equipment report: No report this month.	
b	To discuss and consider replacement gym equipment:	
	To be deferred until October meeting.	
c	Conservation Scheme's	
i.	Update (inc. school pond and station)	
	The Churchyard conservation works are taking place on 7 th and 9 th October by Bure Valley	

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	<p>Conservation Group. It was agreed to pile the cuttings along the Church wall. The School pond was discussed as a major project which needs further thought/planning and possible funding. The water quality is poor in the pond. Discussions have started regarding a wildflower area on the Fairstead. It is hoped the area behind the train station can be cleared during October. It was raised at the recent Bittern Line meeting the ticket machine at the Station often not working.</p>	SC/AM
ii.	To agree donation to Bure Valley Conservation Group (BVCG). A donation of £175 was agreed.	
iii.	To discuss and consider North East Norfolk Conservation Volunteers offer of clearing work at Lyngate pond during December It was agreed to accept this offer and to donate some waders to the group to help with the project.	
d	To consider memorial bench request This has been suggested to be placed in the village square, next to the noticeboard. It was agreed in principle, but to be confirmed at the October meeting.	
e	To discuss and consider rubbish bin complaint at recreation ground Clerk has contacted NNDC requesting details of having a rubbish bin installed including cost.	Clerk
f	To discuss and consider bicycle pod request at Worstead Station It was agreed to investigate sheltered bike storage further with Greater Anglia	Clerk
g	Defibrillators:	
i.	To consider additional defibrillators within the Parish It was agreed to look to install a defibrillator at Meeting Hill and at the train station	
ii.	To consider applying for grant funding It was agreed to submit a grant application to the Worstead Festival	Clerk
10:	Highways: (Cllrs. Bond and O'Hara).	
a	To discuss and consider applications to Parish Partnership Scheme 20/21: Postpone until October meeting	
11:	Queen Elizabeth Hall (Cllr Ginn):	
a	To receive report: Community yard sale took place and some profit was made by the hall through the sale of cakes. Slabs at preschool need replacing again. Financial accounts not available yet. Cladding has been replaced, including insulation. New blinds for the hall have gone missing. The committee is currently looking at options for heating. Questionnaires delivered to each household, awaiting responses.	SG
b	To discuss and consider car park improvements: As per item 10a.	
c	To discuss Wildfest event request Postpone until October meeting for further details to be obtained	SC
12:	School: (Cllr. Barrett) No report. School sign has been reinstated.	
13:	Reports, if any, to be raised for consideration and resolved if necessary:	
a	Graveyard extension progress report: No progress	
b	Phone boxes update: Glass still to be replaced, before moving project forward.	SC
14:	Matters for discussion (for information only): Meeting Hill road sign has been installed.	

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15:	Items for next agenda 22nd October 2019: Feedback from Highways Ranger	
16:	Correspondence (for information only): General Correspondence Cluster 10 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 For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk	Dated: 20 th October 2019

.Meeting closed at 21.46