

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 28th January 2020 at 7.30pm

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

Also in attendance: 3 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 requested an update on the potholes in the village hall car park – this is on the agenda at Item 11. It was reported there are some mole hills within the play area - to be monitored.</p>	RB/SC
2:	<p>District / County Councillor: County Councillor – John Timewell reported that County Hall has held one extraordinary meeting since it reopened after Christmas. NCC are looking at division changes which may affect Worstead by expanding out to Mundesley. There is currently an ongoing consultation on boundaries open for comment. Budget setting will be taking place shortly. Cllr. Timewell reported he is pushing for changes to the NDR roundabouts to include chevrons and solar panel floodlights. Justin Le-May is the new Highways Engineer.</p> <p>A member of the public introduced himself as an applicant to be considered for co-option onto the Parish Council. A brief introduction was given about himself and what he can bring to and how he can be involved with the Parish Council. Declarations of Interest were explained.</p> <p>District Councillor – Saul Penfold sent apologies to the meeting.</p>	
3:	<p>Apologies of Absence: Cllr. Ginn sent apologies to the meeting (personal).</p>	
4:	<p>To resolve whether to approve the minutes of the monthly meeting held on 26th November 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 and any requests for dispensation: None</p>	
6:	<p>To consider co-option of Parish Councillor: It was voted on to co-opt Robert Eagleton onto the Parish Council, and a unanimous show of hands were in favour. Bob signed a Declaration of Acceptance of Office and joined the meeting. Bob was welcomed on board.</p> <p>Cllr. Timewell left the meeting at 8.08pm</p>	
7:	<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 consider the following invoices and resolve whether to make payments for: The Garden Guardian (Grounds maintenance 2019 – (£1490.00 + £298.00 VAT) £1788.00 It was agreed to pay this invoice.</p> <p>c To consider the following purchases for the SAM2 devices</p> <p>i. Bluetooth data device - It was agreed to purchase 1 blue tooth data device at £450</p>	

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<p>d ii. e f g</p>	<p>Replacement batteries - It was agreed to purchase 1 battery at £80 To consider village hall hedge cutting – although some quotes had been obtained it was agreed to accept an offer to cut the hedges as a goodwill gesture. The village hall car park will be cut before the end of February, however as the ground is so soft the Westwick Road inside hedge will be cut after the nesting season. After a meeting with the Community Payback team, it is hoped they will be able to assist with the inside hedge along Ruin Road as there is not enough room for a hedge cutter. To consider adopting the General Power of Competence – it was agreed to adopt the GPoC as the Council is now eligible with the Clerk passing the CiLCA qualification and the number of elected Councillors. To review and consider approval of :Financial Regulations - it was agreed to adopt these regulations. Financial Correspondence: none</p>	
<p>8: a b</p>	<p>Planning: (Cllrs. Harris, Barrett and Millar) To receive new applications and make comment on applications not on this agenda PF/19/2014 – Bears Rest, The Den & The Nook, Withergate Road, Worstead, North Walsham, NR28 9SF - Installation of a ground source heat pump (retrospective) Resolution: No Objection or Comment To receive planning updates and decisions, if applicable 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 - Permitted/Approved - noted</p>	
<p>9: a b c d e f g h i j</p>	<p>Leisure and Recreation: (Cllrs. Cole and Barrett). Play equipment report - regular checks carried out. There still appears to be broken glass around the seating area, however this is less frequent. This anti-social behaviour has been reported to the Police to be monitored. To discuss and consider replacement equipment - It was agreed to defer this until the February meeting as awaiting quote for concrete base. Conservation Scheme's update - The Norfolk Wildlife Trust produced a report on St Marys' Church conservation scheme which had been circulated, it gave positive feedback on the successful first year of the scheme. The area behind the train station is due to be cut within the next two weeks. To discuss and consider NNDC tree planting scheme - It was discussed and agreed to register interest in joining the NNDC tree planting scheme, and to investigate possible locations for planting trees within the Parish. To discuss and consider rubbish bin at recreation ground Awaiting confirmation of specification from NNDC of bin to be installed. Update on bicycle pod request at Worstead Station - Awaiting quote from Community Rail/Bittern Line to open up the area, inc. painting and CCTV. Defibrillators update - The Community Rail/Bittern Line has agreed for a defibrillator to be located at the station and financial support to install it. BT have been contacted regarding the installation of a second one in the adopted telephone box in Meeting hill – awaiting a response. To consider field hire request for dog show Sunday 28th June 2020 – this was agreed, providing all relevant paperwork (insurances) is received. To discuss and agree date for a Parish litter pick – It was agreed to arrange this for Sunday 8th March 2020 at 10am. To discuss and consider memorial bench request in Graveyard – This request was forwarded from the Church and was agreed.</p>	<p>AM Clerk Clerk Clerk</p>

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<p>10: a b</p> <p>11: a b</p> <p>12: a</p> <p>13: a b</p> <p>14:</p> <p>15:</p> <p>16:</p> <p>17:</p> <p>18:</p> <p>19:</p>	<p>Highways: (Cllrs. Bond and O'Hara). To receive update on SAM2's – It was noted the devices were placed on 27th January 2020 along Honing Row and Westwick Road.</p> <p>To discuss and consider applications to Parish Partnership Scheme 20/21: Bids have been submitted, but a response will not be received until the end of March 2020 as to whether they are successful or not.</p> <p>Queen Elizabeth Hall (Cllr Ginn): To receive report – circulated prior to meeting. To discuss and consider car park improvements/complaint – following a complaint from the Pre-school/village hall committee it was discussed that although an offer for a temporary fix for the potholes was offered, due to the adverse weather this has not been possible to take place, it was therefore agreed to investigate quotes for urgent repairs and for these to be circulated for approval once received.</p> <p>School: (Cllr. Barrett) To receive report – the wooden posts have now been installed. A discussion was had regarding the pond project; however it was agreed this is too bigger project to undertake at this time.</p> <p>Reports, if any, to be raised for consideration and resolved if necessary: Graveyard extension progress report: A meeting was had with Community Payback who would be willing to assist with this project. An agreement will be drawn up covering a one year contract. Phone boxes update: It was agreed to investigate paint not containing lead and for the Community Payback to take on this project. The glass still needs to be installed.</p> <p>To discuss and agree responses to the following consultation's/motion: NCC - Council ward boundaries for Norfolk (11/02/19) It was discussed and agreed that no Council comments would be submitted regarding the ward boundaries.</p> <p>To discuss "Operation Tower Bridge" - It was agreed to postpone until the March meeting.</p> <p>To discuss Victory in Europe (VE) Day 75th Anniversary, and the Battle of Britain Day 80th Anniversary Commemorations Cllr. Barret to speak to the QE village hall committee to see if they are planning an event.</p> <p>Matters for discussion (for information only): It was discussed investigating a good neighbour scheme.</p> <p>Items for next agenda 28th January 2020 - VE Day; Good Neighbour; Tree Planting; Station Building</p> <p>Correspondence (for information only): available to view General Correspondence Cluster 10 Newsletter Post Office Limited - Aylsham Mobile – change of time of service to 12.30-13.30 (Thursdays) Parishioner email regarding level crossing safety.</p> <p>Meeting closed to public 21.06</p>	<p>Clerk</p> <p>SC</p> <p>RB MS</p>
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20:	<p>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: Staff matters Following successful completion of the CiLCA (Certificate in Local Council Administration) qualification, it was agreed for a one pay scale pay increase effective 1st January 2020.</p> <p>For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk</p> <p style="text-align: right;">Dated: 5th February 2020</p>	
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.Meeting closed at 21.08