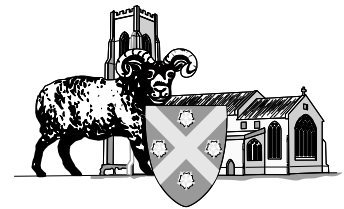


WORSTEAD PARISH COUNCIL



The following meeting will be held virtually:

You are invited to the Worstead Annual Parish Council Meeting to be held on **Tuesday 26th May 2020 at 7.00pm** for the purpose of transacting the following business. If you would like to join the meeting, please contact the Clerk and a link will be emailed to you.

AGENDA FOR MONTHLY MEETING

- 1 Election of Chair
- 2 Election of Vice Chair
- 3 Open forum for Public Participation: an opportunity to hear from members of the public
- 4 District / County Councillor
- 5 To open the Council meeting and consider acceptance of apologies, if applicable.
- 6 To resolve whether to approve the minutes of the Monthly Meeting held on 25th February 2020.
- 7 To receive any declarations of interest in items on the agenda and any requests for dispensation
- 8 Election of Working Groups
- 9 Finances and Administration:
 - a. To consider approval of Statement of Account and Bank Reconciliation
 - b. To confirm the following invoices which were agreed to be paid via email, 31st March 2020:

Sarah Martin – Salary and Expenses January to March 2020	£ 770.62
HMRC (Sarah Martin - January – March 2020)	£ 102.40
Community Heartbeat Trust (replacement battery/pads for defibrillator) (inc. VAT 50.00)	£ 300.00
Westcotec (SAM2 bluetooth and replacement battery) (inc. VAT 95.00)	£ 570.00
Norfolk Association of Local Councils (Subscription 20/21 renewal)	£ 234.37
Total Payments	£1977.39
 - c. To agree the following invoices:

Norfolk County Council PP Scheme 'Gateway to Briggate' 50% contribution	£500.00
CAS insurance for 2020/21	£293.93
NNDC Premises Licence	£ 70.00
 - d. To receive Internal Auditors report
 - e. To approve Certification of Exemption
 - f. To approve the Annual Governance Statement in the 2019-20 Annual Return
 - g. To approve the Statement of Accounts in the 2019-20 Annual Return.
 - h. To review Financial Risk Management Policy
 - i. To update on Clerks appraisal
 - j. Financial Correspondence: none
- 10 Planning: (Cllrs. Harris, Barrett and Millar)
 - a. To receive new applications and make comment on applications not on this agenda
 - b. To receive planning updates and decisions, if applicable
 - c. To discuss and agree a response to an initial enquiry regarding the Traffic Reduction Plan, Worstead Estate, Liquid Fertiliser Lagoon
- 11 Leisure and Recreation: (Cllrs. Cole and Barrett).
 - a. To receive general report
 - b. To update on new noticeboard
 - c. To update on defibrillators
 - d. To discuss Community Payback scheme and agree signing of contract
- 12 Highways: (Cllrs. Bond and O'Hara)
 - a. To receive SAM2 data
- 13 Queen Elizabeth Hall: (Cllr. Ginn)
 - a. To receive report
 - b. To update on village hall car park improvements

WORSTEAD PARISH COUNCIL

- 14 School: (Cllr. Barrett)
 - a. To receive report
- 15 Reports to be raised for consideration and resolved if necessary:
 - a. Good Neighbour Scheme
- 16 Matters for discussion (for information only)
- 17 Items for next agenda: 23rd June 2020
- 18 To receive correspondence and agree response (if any):
 - General Correspondence
 - Cluster 10 Police Newsletter
 - NALC newsletters
 - Important update on Norfolk electoral review – consultations temporarily paused
 - Norwich Western Link update - government backing secured

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

Dated: 20th May 2020