



Minutes of Worstead Parish Council virtual meeting held on Tuesday 15th September 2020 at 7.00pm

Present: R. Barrett (Chair), A. Millar, B. Eagleton, S. Ginn, A. Bond and K. O'Hara.

Also in attendance: 3 members of public and District Councillor Saul Penfold Clerk: Mrs. Sarah Martin.

- 1 Open forum for Public Participation: an opportunity to hear from members of the public**
Parishioners spoke about concerns which were submitted regarding a planning application at Boundary Pit. It was raised that the applicant had not been made aware of any ongoing noise issues at Sandy Lane and requested further clarification on this. Other concerns had been addressed and answered by the agent. The Chairman suggested this to be investigated further.
- 2 District / County Councillor**
There was no County Councillor report.
District Councillor Saul Penfold reported that NNDC is still in the recovery phase of COVID-19 and is awaiting the statistics for the impact of the summer holidays.
North Walsham now have a 'Community Fridge' where food is donated from local businesses and is available free to parishioners.
A new NNDC car park has opened at Bacton.
The first meeting of the new 'North Norfolk Sustainable Fund' will take place early October.
The Meeting Hill sign has been delivered and to be installed soon.
- 3 To open the Council meeting and consider acceptance of apologies, if applicable.**
Apologies were received and accepted from Sue Harris, Simon Cole and Maire Smith (all personal).
- 4 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 28th July 2020.**
The minutes were proposed as a correct record without amendment by Cllr. Millar and seconded by Cllr. Bond; all Cllrs. agreed. These will be duly signed by the Chairman.
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation**
None
- 6 Planning: (Cllrs. Harris, Barrett and Millar)**
 - a. To receive new applications and make comment on applications not on this agenda**
Reference planning application **FUL/2020/0041** Boundary Pit (as mentioned Public Participation) – it was discussed investigating further the original concerns raised and considering a further response to the application.
PF/20/1483 - 14 Woodview, Worstead, North Walsham, NR28 9RR - Single storey side extension
Notification had been received that this application had been **withdrawn**.
 - b. To receive planning updates and decisions, if applicable** None



7 Leisure and Recreation: (Cllrs. Cole and Barrett).

a. To receive general report

Awaiting the zip wire post to be delivered and installed. Ongoing problems with broken glass and littering - this has been previously reported to the police. A discussion was had regarding the installation of CCTV cameras however it was felt this action was not needed at this time and to continue to monitor the situation. It was raised to look into closing the gap in the far corner of the field which opens onto Westwick Road as this is considered a safety issue, also to have a look at the conifer trees and see if they require any cutting back.

b. To consider supporting the British Spring Clean (11th to 27th September)

It was agreed to postpone a village litter pick until March 2021, however individual litter picking in specific locations could be carried out if necessary.

c. To receive update regarding Bittern Line Community Rail Partnership

No update

d. To update on memorial bench installation

Permission via a street furniture licence form has been granted from Highways for the location on the Fairstead outside the school. The bench is currently being made.

e. To update on noticeboards

Meeting Hill noticeboard has been installed. The noticeboard at Bengate is still awaiting installation. One Heritage board from the train station is to be temporarily removed for maintenance.

f. To update on defibrillators

No further update at present.

8 Conservation:

a. To update, and agree any actions, on conservation schemes

i. Project with North East Norfolk Conservation Volunteers (NENCV) to clear Lyngate pond.

The conservation works which took place on 12th August 2020 were carried out very well.

ii. To consider further conservation works at Lyngate pond

It was agreed to accept the offer from NENCV for further works on 28th October 2020.

iii. Project with BVCG for Churchyard Conservation Scheme cutting Churchyard carried out on Wednesday 26th August 2020

The Churchyard was mowed and raked on 26th August 2020 by the volunteers and the cuttings piled in two locations in the Churchyard, however the PCC have requested these to be removed as it is felt this makes the Churchyard untidy. If this is not possible the PCC may request the Churchyard is returned to the grass cutting contract and no longer have a conservation area.

a. To discuss and consider parishioner offer to remove sedge from Lyngate pond

It was discussed arranging a meeting with the parishioner to seek further information of the offered works. Also to investigate if the pond is clay lined.

9 Highways: (Cllrs. Bond and O'Hara)

a. To receive SAM2 data

Data circulated from Sloley Road (entering the village) from 28th July to 10th September 2020, showing the majority of the traffic adhering to the speed limit, however 48 vehicles exceeded 35 mph and 2 over 40mph causing concern. The SAM2 has now been placed along Westwick Road.



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It was discussed reviewing the SAM2 locations around the Parish and applying for any new proposed sites.

b. To discuss and agree location of Gateway sign for Briggate (PP Scheme 20/21)

The proposal submitted by the Highways designer regarding the specific location for the Gateway was agreed.

c. To discuss and consider invitation for bids to the Parish Partnership Scheme 2021/22

Suggested possible bids so far are kerbing at Meeting Hill/Orpley Lane junction and a possible Gateway at Westwick Road – to be discussed further with the Highways Engineer.

10 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

A brief report was given: the hall is now open and following COVID-19 regulations and practices; the charities commission has been updated with the details of Managing Trustee's; preschool have completed their work on the soft surface play area outside and a meeting is to be arranged to further discuss their lease; There is a new contact number for Village hall : 01692558792 and email to hello@gehwh.co.uk , and the website is : <https://gehwh.co.uk/>

b. To update on village hall car park improvements

A request for a financial contribution towards the works was sent to the Preschool as regular and the main users of the car park, however a response was received declining to contribute.

Clerk to investigate/apply for grants and arrange a meeting to confirm the specifications.

11 School: (Cllr. Barrett)

a. To receive report

The school has reopened after the summer holidays.

It was asked if there was any progress on the conservation area on the school Fairstead as the school are keen for this project. Clerk to enquire with Highways if permission is needed.

The Clerk has reported the broken wooden bollard to Highways and is on their schedule to be replaced.

12 Finances and Administration:

a. To consider approval of Statement of Account and Bank Reconciliation

There were no questions raised; all agreed to accept these.

b. To agree the following invoices:

Sarah Martin (Salary July-Sept) * £723.24

*To note back pay due to nationally negotiated pay rise payment

HMRC (PAYE July-Sept) £148.00

Donation to Bure Valley Conservation Group for Churchyard works £175.00

Renosteel (Play area repairs) inc. VAT £40.84 £245.02

A Joinery (new noticeboard and installation) inc. VAT £126.77

£760.63*

*Insurance monies received

North East Norfolk Conservation Volunteers (donation as per item c below) £ 50.00

Resolution: All invoices were agreed to be paid

c. To consider donation to North East Norfolk Conservation Volunteers

It was agreed to donate £50.00.

d. To consider donation to the Royal British Legion Poppy Appeal

It was agreed to donate £50 for a Poppy Wreath (s137)



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e. To consider a PC response to Church questionnaire

It was agreed for Councillors to submit individual responses.

f. To consider appointment of Internal Auditor for 2020/21

It was proposed to reappoint Catherine Moore as the Internal Auditor for 2020/21 – all agreed.

g. To update on next issue of The Woven

A September issue did not get produced however an issue should be published October/November.

h. Financial Correspondence: None

13 Consultations - to agree a response to:

a. Consultation on Coastal Adaptation Supplementary Planning Document

It was agreed there was no PC comment to this consultation.

14 Project reports to be raised for consideration and resolved if necessary:

a. Good Neighbour Scheme – no progress

b. Graveyard extension project – no progress

15 Matters for discussion (for information only)

Worstead School is now Voluntary Aided not Controlled

16 Items for next agenda: 27th October 2020

17 To receive correspondence and agree response (if any):

General Correspondence

Cluster 10 Police Newsletter

NALC newsletters inc. Wellbeing

Road Closure North Walsham - BT pole inspection works. The road will be temporarily closed (except for access) on 23rd September 2020

Road Closure Honing - BT pole works. The road will be temporarily closed (except for access) on 15th September 2020 for the duration of the works, expected to be 1 day within the period.

Parishioner email regarding Broadband in Withergate – *it was advised that following enquires by District Councillor Saul Penfold with Better Broadband for Norfolk (BB4N) on behalf of the PC and the Parishioner that there are no upgrades currently planned in this location and therefore the PC are not able to support this at present.*

Meeting closed 8.27pm