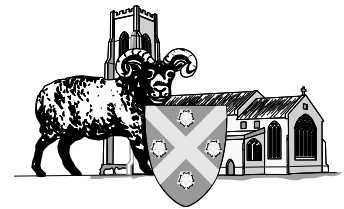


Minutes of Worstead Parish Council virtual meeting held on Tuesday 24th November 2020 at 7.00pm

Present: R. Barrett (Chair), B. Eagleton, S. Ginn, A. Bond, M. Smith and K. O'Hara (19.09)

Also in attendance: District Councillor Saul Penfold
Clerk: Mrs. Sarah Martin.

- 1 Open forum for Public Participation: an opportunity to hear from members of the public**
None
- 2 District / County Councillor**
County Councillor John Timewell sent apologies to the meeting. A report was sent and read out: County is focusing on budget setting for the forthcoming year, and trying to stem the cutting of services to youth and adult services. Parish Councils can submit their views on the County Council website.
A lot of time is being taken up by overseeing and working to manage COVID-19. This winter is going to be hard, particularly in January and February.
District Councillor Saul Penfold reported on the number of COVID cases in Norfolk, the tier for Norfolk will be announced later this week. It was stressed that people still remain vigilant. The helpline at NNDC still remains. There are further grants for small businesses who had to close due to the lockdown.
The Local Plan (sustainable development and planning up to 2036) is due to be published next year. There is planned a sustainable urban extension to North Walsham, including a proposed 1800 new homes; a primary school; open spaces and employment land. Working with NCC there hopes to be a new link road to bypass North Walsham, and although this urban extension does not directly affect Worstead it may see some benefit of traffic not being diverted through the village.
It was raised the monitoring of the White Lady planning and changes to some conditions which the PC were not consulted on.
- 3 To open the Council meeting and consider approval of apologies, if applicable.**
Apologies were approved from Simon Cole, Sue Harris and Andy Millar.
- 4 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 27th October 2020.**
The minutes were proposed as a correct record without amendment by Cllr. Bond and seconded by Cllr. Ginn; 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**
PF/20/2050 - Bengate Barn, Tucks Road, Bengate, Worstead, North Walsham, NR28 9LU - Erection of 1no. non serviced Holiday let in association with existing holiday business, change of use of part of land from paddock to curtilage to holiday let and installation of an air source heat pump
Resolution: No Objection, in principle, however, to raise concerns that the size and specification of the design of the building and its location and separate entrance away from the existing holiday lets is more akin to a permanent residence. Therefore to request conditions to restrict occupancy to holiday let commercial use only; and evidence kept to further prove this is a holiday let. Should in the future this building be applied for to convert to a permanent residence the Parish Council would object due to its siting in green field.
 - b. To receive planning updates and decisions, if applicable - None**



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

a. To receive general report

The equipment is being well used and regular checks are being carried out. There has still been some antisocial behaviour (rubbish etc.).

b. To discuss anti-social behaviour at the recreation ground, including consideration of installation of CCTV

It was agreed to continue to monitor the situation at present before pursuing CCTV further at this time.

c. To update on memorial bench installations:

i. **Worstead Cemetery** - the donated bench is to be ordered in time for installation next year, Springtime.

ii. **Fairstead at School** – donated bench has been delivered, to be installed next year, Springtime.

iii. **To update on Bengate noticeboard** – to be installed next year, Springtime.

d. To update on defibrillators

The defibrillator for the Train Station has been delivered and installation is to be arranged. The defibrillator for the Meeting Hill telephone box is due to be installed w/c 14th December 2020.

Thanks were given to the Worstead Festival for their donation received of £1750 toward this valuable community project.

8 Conservation:

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

It was raised that when exiting from the side road by Lyngate pond, visibility is limited due to the piled branches which were left following the recent conservation works. Cllr. Barrett to investigate.

The planned clearing of the grass cuttings at the Church had to be postponed due to COVID restrictions but will be cleared in the new year.

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

To be investigated further (action: Cllrs. Cole and Millar)

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

a. To receive SAM2 data

Downloaded SAM2 data from Honing Road from 27th October to 19th November 2020 had been previously circulated and showed the greatest volume of traffic being between 8-9am and 3-4pm, being school times. It showed 36% of the 15,980 vehicles exceeding the speed limit of 30mph.

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

The following two bids were discussed:

Kerbing Scheme at Meeting Hill – total cost £5,575.93, PC contribution £2788 – this includes the road closure and traffic management. Highways will absorb the costs for the larger scale patching and additional closure through our routine maintenance budget. It was **agreed** to submit a bid for this scheme.

Village Gateway on Honing Road (North Side) approx. £600+£400 installation = £1000 PC contribution £500.

It was **agreed** to submit a bid for this scheme.

10 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

A report had previously been circulated.

It was raised that potholes have started to appear again in the village hall car park, however the only users of the hall at present are the Preschool. Clerk to contact Worstead Wolves football club regarding the removal of the container within the car park.

b. To update on village hall car park improvements

An extension to the funding of this project has been granted by NCC until end March 2022.

WORSTEAD PARISH COUNCIL



- 11 **School: (Cllr. Barrett)**
- a. **To receive report**
It was reported that the school remains open, however some activities restricted due to the current COVID rules.
It was raised regarding lighting on the Fairstead outside the school to assist parents/children – Clerk to investigate this with Highways, however it was suggested the lighting on the school frontage could be reangled to assist – Clerk to speak with the School.
- 12 **Finances and Administration:**
- a. **To consider approval of Statement of Account and Bank Reconciliation**
There were no questions raised; proposed to accept by Cllr. Eagleton; seconded by Cllr. Ginn - all agreed.
 - b. **To consider the following invoices and resolve whether to make payments for:**

Sarah Martin (Salary and Expenses Oct-Dec inc.)	£727.29
HMRC (PAYE/NI)	£144.20
Mr L M Marques (maintenance Graveyard 2020)	£945.50
Salhouse Parish Council (50% contribution Office 365/Antivirus software)	£ 45.82

Resolution: All invoices were agreed to be paid
 - c. **To consider quotes for maintenance for 2021/22 for:**

Playing Field	Village Green	Burial Ground	Village sign
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Resolution: It was agreed to accept the quotes from Garden Guardian for the playing field (£1165 + VAT), village sign (£44 + VAT) and green at school (£413 + VAT); and to accept quote from LM Marques for the graveyard maintenance (£980) for 2021.
 - d. **To review and agree the Budget for 2020/21**
Resolution: The budget figures been previously circulated were reviewed. They were proposed to be agreed by Cllr. Bond; seconded by Cllr. O'Hara – all agreed.
 - e. **To consider and resolve to set the amount for precept**
Resolution: It was agreed to set the Precept at £8,440.00 which is a 1.55% increase on last year. The band D tax rate will remain at £26.21.
Proposed by Cllr. Eagleton; seconded by Cllr. O'Hara – all agreed.
Precept information to be sent to NNDC.
 - f. **To update on Woven newsletter**
It was discussed to produce a newsletter for distribution around 5/6th December.
 - g. **Financial Correspondence, if any, to be noted** - none
- 13 **Consultations - to agree a response to:**
- a. **NCC Annual Budget Consultation (closes 14th December 2020)**
It was agreed not to submit any comments from the Parish Council, however individual comments can be submitted.
- 14 **Project reports to be raised for consideration and resolved if necessary:**
- a. **Good Neighbour Scheme** - An article to go into the Woven to identify interest.
 - b. **Graveyard extension project** - Ongoing
- 15 **Matters for discussion (for information only)** - none
- 16 **Items for next agenda: 26th January 2021**
To receive any updates from the Woven
- 17 **To receive correspondence and agree response (if any):** noted
General Correspondence
Cluster 10 Police Newsletter
NALC newsletters inc. Wellbeing
News from Vattenfall Norfolk – details of online update meetings
Census 2021 (March 21st, 2021)

Meeting closed 20.15