

Minutes of Worstead Parish Council virtual meeting held on Tuesday 26th January 2021 at 7.00pm

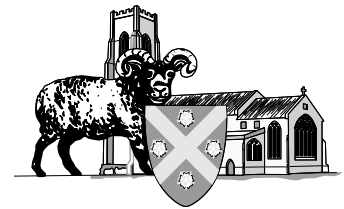
Present: S, Cole (Chair), R. Barrett, S. Ginn, A. Millar, A. Bond, M. Smith and K. O'Hara

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**
No Public Participation.
- 2 District / County Councillor**
County Councillor John Timewell did not attend the meeting.
District Councillor Saul Penfold reported:
 - NNDC are still supporting individuals, communities and businesses during the current pandemic, including the administration of grants from central government.
 - Vaccinations are progressing well at the 4 local centres and there is a plan to open two further mass vaccination centres in North Walsham and Holt, although no date yet when these will open.
 - 21st March 2021 is National Census day.
 - North Walsham post office remains closed and no reopening date available.
 - Cllr. Penfold has been contacted by several parishioners from the Worstead Ward with regard to the new pesticide (neonicotinoid thiamethoxam) the government is agreeing for crops. There are concerns this is damaging to bees. NNDC cabinet are to discuss this for any actions.
- 3 To open the Council meeting and consider approval of apologies, if applicable.**
Cllr. Eagleton sent apologies (personal); these were approved by all.
- 4 Resignations:**
The resignation of Cllr Sue Harris was noted. North Norfolk District Council (NNDC) notified. Notice of Vacancy published (request for an election deadline: 9th February 2021). Thanks were given to Sue for her commitment and time given to the Parish Council and all wish her well.
- 5 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 24th November 2020.**
The minutes were proposed as a correct record without amendment by Cllr. Ginn and seconded by Cllr. Millar; all Cllrs. agreed. These will be duly signed by the Chairman.
- 6 To receive any declarations of interest in items on the agenda and any requests for dispensation:** None
- 7 Planning: (Cllrs. Harris, Barrett and Millar)**
 - a. To consider the following planning application:**
PF/20/2557 - Keepers Cottage, Meeting Hill Road, Meeting Hill, Worstead, North Walsham, Norfolk, NR28 9LR - Single storey rear extension
Resolution: No Objection
 - b. To receive new applications and make comment on applications not on this agenda**
PF/21/0058 - 2 Meadowside, Barnards Road, Worstead, North Walsham, Norfolk, NR28 9RL - Single storey rear extension
Resolution: No Objection
 - c. To receive planning updates and decisions, if applicable** - None

WORSTEAD PARISH COUNCIL



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

a. To receive general report

Regular checks of the play area are being carried out. The play area is permitted to remain open during this current period of lockdown and is being used by families. Previous litter and anti-social behaviour are not currently an issue. There have been reports of dog waste around the recreation ground.

Action: Clerk to investigate dog bin and dog fouling signage

Concerns were expressed regarding the gap in the corner of the playing field which is used as a cut through and exits directly onto Westwick Road.

Action: Clerk to seek advice from Highways

It was noted the new signage installed in the village for the walking 'cloth route'.

b. To discuss and consider Tree Planting Scheme

It was discussed there are two schemes available: one via NNDC and one via The Conservation Volunteers (TCV). It was suggested meetings with NNDC to identify the scope of their scheme, and with local landowners to discuss possible projects including a tree orchard and community wood. Cllrs. Millar and Smith to work on this project, along with District Councillor Saul Penfold.

Action: Clerk to arrange meetings.

9 Conservation:

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

It was noted there are still piles of branches etc. to be removed from around Lyngate pond. The Churchyard removal of grass cuttings has not been able to take place due to current restrictions.

Action: Clerk to arrange skip.

b. To update on parishioner offer to remove sedge from Lyngate pond

It was discussed there are still further conservation works needed at Lyngate pond, which should be completed first before investigating this further.

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

a. To receive SAM2 data

The SAM2 collecting the data had been sited in Withergate, however the data was corrupt. It has been arranged for the device to be checked by Westcotec.

b. Speed limit in Briggate

Chairman Cole added this item as received after the agenda was issued.

A Parishioner has requested the 30mph speed limit in Briggate be moved closer to the Yarmouth Road (A149), so traffic is slowing down sooner when entering the hamlet.

Action: Clerk to enquire with Highways.

11 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

The village hall remains closed during lockdown, with the exception of the Pre-School. The hall has received some grant funding from NNDC as no other income, however still ongoing costs. There are some maintenance tasks which need carrying out.

The village hall AGM is scheduled for April.

12 School: (Cllr. Barrett)

a. To receive report

School newsletter has been circulated for information, and a brief report given on how the school is currently operating with the majority of children home-schooling.

13 Finances and Administration:



- a. To consider approval of Statement of Account and Bank Reconciliation**
There were no questions raised; proposed to accept by Cllr. Barrett; seconded by Cllr. Bond - all agreed.
- b. To consider the following invoices and resolve whether to make payments for:**
- | | |
|--|-----------|
| Shane Mallett – Woven Newsletter (December 2020) | £ 170.00 |
| The Garden Guardian (Grounds maintenance 2019) (inc.VAT £318.00) | £1908.00 |
| NNDC (Emptying dog bins 01/04/20 to 31/03/21) (inc.VAT £109.20) | £ 655.20* |
- *Invoice £546 + £109.20 VAT = £655.20
- Resolution:** All invoices were agreed to be paid
- c. To update on Woven newsletter and agree date of next issue**
The newsletter was distributed in December and positive feedback has been received. It was discussed continuing with the A5 size. It was agreed to review the date of the next issue at the February meeting.
- d. To discuss and consider advertising in Woven (parishioner email)**
It was agreed the Woven should remain without advertisements. The White Lady was included in the December issue as a Community Asset reopening following the then lockdown/relaxed restrictions.
- e. Financial Correspondence, if any, to be noted - None**

- 14 Projects – to receive update reports and consider any actions arising:**
- a. Graveyard extension project** – Tree survey to be completed by Cllr. Millar and dischargeable conditions, as per the planning decision, to be submitted to NNDC prior to any further commencement of work. Cllr. Cole to prepare a plan of schedule of works.
- b. Memorial bench installations:**
- Worstead Cemetery** – Memorial bench has been delivered and to be installed when restrictions allow.
 - Fairstead at School** – Agreed to be installed in Spring when restrictions allow.
- c. Defibrillators** - The Community Rail Partnership is arranging the installation of the defibrillator at Worstead Train Station. The defibrillator for the Meeting Hill telephone box has been installed and is active.
Clerk to train Cllrs. Ginn and O’Hara to check the defibrillators.
- d. Bengate noticeboard** – no progress due to current restrictions.
- e. Briggate telephone box** – no progress due to current restrictions.
- f. To update on village hall car park improvements**
Meeting to be arranged with contractors when restrictions allow to revisit quotes.

- 15 Matters for discussion (for information only)**
Litter Pick – It was raised that the PC would normally arrange a village litter pick in the Spring, however NNDC are not loaning litter pick equipment at this time and restrictions do not permit this to take place. Individuals are encouraged to litter pick whilst out on daily exercise.

- 16 Items for next agenda: 23rd February 2021**
Invite parishioner to attend meeting to discuss suggestion of community orchard.

- 17 To receive correspondence and agree response (if any):** Noted
- General Correspondence
 - Cluster 10 Police Newsletter
 - NALC newsletters inc. Wellbeing
 - Save Holt Hall email
 - Norwich Western Link project update
 - NNDC Postal Voting take up campaign ahead of May 2021 elections
 - North Norfolk Local Plan - Autumn Newsletter 2020

Meeting closed 20.20