

WORSTEAD PARISH COUNCIL



The following meeting will be held in the Queen Elizabeth Hall, Worstead:

Members are summoned and press and public are invited to the Worstead Parish Council Meeting to be held on **Tuesday 22nd June 2021 at 7.00pm** for the purpose of transacting the following business.

AGENDA FOR MONTHLY MEETING

- 1 Open forum for Public Participation: an opportunity to hear from members of the public**
To receive questions and representations from members of the public relating to local issues. (In line with WPC's standing orders, public participation shall not exceed fifteen minutes unless directed by the Chairman, and each member of the public may speak for a maximum of three minutes).
- 2 District / County Councillor**
- 3 To consider approval of apologies, if applicable.**
- 4 To resolve whether to approve the minutes of the Monthly Meeting held on Thursday 6th May 2021.**
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation:**
Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with WPC's Code of Conduct. The Council is asked to consider any requests for dispensation.
- 6 Planning: (Cllrs. Bacon and Millar)**
 - a.** To ratify the following planning application comments submitted between meetings:
PF/21/1113 - Worstead - Larksleve Croft, Station Road, Briggate - Change of use of land from agricultural to garden/amenity land
Resolution: No Objection
 - b.** To consider the following planning application:
PF/21/0701 - Land North East Of Threeways, Obelisk Lane, Worstead, Norfolk - Formation of liquid organic fertiliser storage lagoon (capacity 9,000 cu. metres)
 - c.** To receive new applications and make comment on applications not on this agenda
 - d.** To receive planning updates and decisions, if applicable:
PO/21/0916 - Hoffnik House, Meeting Hill Road, Briggate, Worstead, North Walsham, Norfolk, NR28 9RB - Erection of detached chalet bungalow - outline with all matters reserved – **REFUSE**
PF/21/0956 - Earsdon, Withergate Road, Worstead, North Walsham, Norfolk, NR28 9SF - First floor side extension - **PERMIT**
- 7 Leisure and Recreation: (Cllrs. Cole and Barrett).**
 - a.** To receive general report
 - b.** To consider quotes for fencing at playing field/Westwick Road
 - c.** Playing Field Hire:
 - a.** To review Field Hire Contract Form
 - b.** To discuss and agree terms/hire charges for request received
 - d.** To consider Textile bank opportunity
 - e.** To receive update on annual play area inspection
- 8 Natural Environment: (Cllrs. Millar, Smith and Bond)**
 - a.** To update, and agree any actions, on conservation schemes
 - i.** To agree clearing around Lyngate Pond, including hire of skip
 - b.** To update, discuss and consider Tree Planting Scheme, including Community Orchard
 - i.** To receive update on meeting with NNDC
 - ii.** To receive update on school green planning proposal

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

- a. To receive SAM2 data

10 Queen Elizabeth Hall: (Cllr. Ginn)

- a. To receive report

11 School: (Cllr. Barrett)

- a. To receive report

12 Finances and Administration:

- a. To consider approval of Statement of Account and Bank Reconciliation
- b. To consider the following invoices and resolve whether to make payments for:

Sarah Martin (Salary & Expenses April/June)	£ 822.79
Catherine Moore Internal Audit (2020/21)	£ 40.00
Wicksteed Leisure Ltd. (play area maintenance) inc. VAT 12.85	£ 77.09
NNDC (Premises Licence)	£ 70.00
- c. To note receipts received:

NNDC - 1 st Instalment of Precept	£4,220.00
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- d. To consider a donation to The Worstead Village Amenities Trust
- e. To receive Internal Auditors report
- f. To approve Certification of Exemption
- g. To approve the Annual Governance Statement in the 2021-21 Annual Return
- h. To approve the Statement of Accounts in the 2021-21 Annual Return
- i. To consider a Central document system
- j. To discuss and consider maintenance contracts process for Graveyard
- k. Financial Correspondence, if any, to be noted
 - Barclays – changes to Terms and Conditions for business accounts

13 To discuss and consider Graveyard Extension project

14 Consultation:

To agree a response to North Norfolk Local Plan - Initial Consultation on North Walsham West

15 Projects – to receive update reports and consider any actions arising:

- a. Defibrillators
- b. Bengate noticeboard
- c. Briggate telephone box
- d. To update on village hall car park improvements

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

General Correspondence
Cluster 10 Police Newsletter
NALC newsletters inc. Wellbeing
Norwich Western Link project update
Checking Your Defibrillator WebNos & Circuit Update
Vattenfall - Norfolk Projects' Community Benefit Fund
The Queen's Platinum Jubilee Beacons Guide (2nd June 2022)

17 Matters for discussion (for information only)

18 Items for next agenda: 27th July 2021

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 17th June 2021