

## Minutes of Worstead Annual Parish Council virtual meeting held on Tuesday 27<sup>th</sup> July 2021 at 7.00pm

**Present:** R. Barrett (Chair), S. Ginn, A. Bond, K. O'Hara, J. Bacon and M. Smith (7.06pm)

**Also in attendance:** 1 members of the public (District/County Councillor Saul Penfold)

**Clerk:** Mrs. Sarah Martin.

For the benefit of the public attending the meeting, all votes taken were by either a show of hands and/or a verbal response from each individual Councillor.

- 1 Open forum for Public Participation: an opportunity to hear from members of the public**  
None.
- 2 District / County Councillor**  
District/County Councillor Saul Penfold reported:  
District Council – Cllr. Penfold requested an update regarding conditions not met on the White Lady wall, but not received a response from the planning department.  
There was a successful meeting with Cllr. Millar and the Tree Officer from NNDC to discuss tree planting proposals within the Parish.  
NNDC have launched their Environmental Charter which sets out steps to take the Council to Zero by 2028.  
There has been no feedback yet from the 1<sup>st</sup> stage consultation for the North Walsham West plan.  
Meeting Hill sign unveiling to take place Saturday 31st July.  
County Council – A meeting was held with Highways and Worstead School regarding traffic and roads; however it was discussed there are no actions at present, however agreed that Highways will install/reinstate posts around the trod path next to the pond and would support the installation of a trod along Honing Road. It was also discussed painting the speed (20mph) onto Honing Road.  
The County Council to save £39 million over the next year which may mean cuts in adult and children social services.  
Norwich Airport Industrial Estate is up for sale.  
The Norfolk and Norwich and Cromer hospital 5 year plan consultation is ongoing.  
A question was raised with Cllr. Penfold regarding the County Councils cost to clear increased fly tipping against the income received for charging at recycling centres. Cllr. Penfold to forward this question to Cabinet and report back.
- 3 To consider approval of apologies, if applicable.**  
Apologies were received and approved from A. Millar and K. Ohara (both personal).
- 4 To consider co-option of Parish Councillor**  
No applications have been received, therefore, to postpone until September meeting.
- 5 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 22<sup>nd</sup> June 2021.**  
The minutes were proposed as a correct record without amendment by Cllr. Bond and seconded by Cllr. Ginn, all Cllr's. agreed. They were duly signed by the Chairman.
- 6 To receive any declarations of interest in items on the agenda and any requests for dispensation:** None.

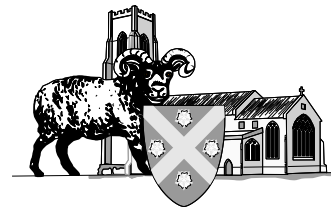


- 7 Planning: (Cllr's. Bacon, Barrett and Millar)**
- a. To consider the following planning application:**  
**PF/21/1914** - 12 North View, Honing Road, Lyngate, Worstead, Norfolk, NR28 9RF -  
Erection of single storey rear/side extension  
**Resolution:** No Objection.  
**PF/21/1899** - 3 Meadowside, Barnards Road, Worstead, Norfolk, NR28 9RL - Two storey  
side extension  
**Resolution:** No Objection.
  - b. To receive new applications and make comment on applications not on this agenda –**  
None. It was noted however an application for The Woodyard, Worstead Park CD/21/1895,  
regarding discharge of conditions, in which the Parish Council has not been consulted.
  - c. To receive planning updates and decisions, if applicable:** All noted.
    - i. PF/21/1113** - Worstead - Larksleve Croft, Station Road, Briggate - Change of use of land  
from agricultural to garden/amenity land – PC comment - No Objection  
**Pending Consideration**
    - ii. PF/21/1568** – 16 St Andrews Close, Worstead, Norfolk, NR28 9SG - Single storey rear  
extension and alterations to attached garage to facilitate use as habitable space –  
PC comment - No Objection - **Pending Consideration**
    - iii. PF/21/0701** - Land North East Of Threeways, Obelisk Lane, Worstead, Norfolk -  
Formation of liquid organic fertiliser storage lagoon (capacity 9,000 cu. metres) – PC  
comment – awaiting conclusions of the NNDC Environmental Impact Report.  
**Pending Consideration**

District and County Council report given 19.17 – see item 2. Cllr. Penfold left the meeting 19.32.

- 8 Leisure and Recreation: (Cllr's. Cole and Barrett).**
- a. To receive general report**  
The Annual Play Area Inspection has been carried out and report circulated.  
It was noted and thanks given to the four volunteers for carrying out litter picking as part of  
their Duke of Edinburgh Scheme.  
It was raised to investigate fencing around the children's play area – to be  
discussed/considered at the September meeting. **Action:** Cllr. Cole to investigate options  
and quotes.
  - b. To receive update on Playing Field Hire request (Bacton Football Club)**  
It was discussed the weekend and evening hire of the field during September to May. To  
speak with Bacton Football to discuss/agree charges. It was agreed to write to the Village  
Hall and request the changing rooms be made available for those wishing to hire the playing  
field. **Action:** Clerk.
  - c. To receive update on annual play area inspection, and agree any actions**  
Following the Annual Play Area Inspection highlighting only minor maintenance, it was  
agreed to obtain quotes for these. **Action:** Cllr. Barrett.
- 9 Natural Environment: (Cllr's. Millar, Smith and Bond)**
- a. To update, and agree any actions, on conservation schemes**  
Clearing works at Lyngate pond have been carried out by North East Norfolk Conservation  
Group. It was agreed to order at skip ready for clearing the debris.
  - a. To update, discuss and consider Tree Planting Scheme, including Community  
Orchard**
    - i. To receive update on meeting with NNDC**  
Update given on meeting. Cllr. Cole to speak with landowner.
    - ii. To receive update on school green planting proposal**  
Representative to be invited to September meeting.

# WORSTEAD PARISH COUNCIL



- 10 Highways: (Cllr's. Bond and O'Hara)**
- a. To receive SAM2 data**  
Data collected and circulated from Westwick Road.
  - b. Invitation to bid for Parish Partnership 2022/23**  
It was discussed revisiting the trod along Honing Road (**Action:** Clerk) and Cllr's. to consider further possible bids to be discussed at the September meeting.
- 11 Queen Elizabeth Hall: (Cllr. Ginn)**
- a. To receive report**  
Report circulated.
- 12 School: (Cllr. Barrett)**
- a. To receive report**  
School newsletter circulated.
- 13 Finances and Administration:**
- a. To consider approval of Statement of Account and Bank Reconciliation**  
Proposed to be approved by Cllr. Barrett; seconded by Cllr. Bacon – all AGREED.
  - b. To consider the following invoices and resolve whether to make payments for:**

Hewitt's Trophies and Engravings (Ida Watts Award s137)	£ 15.00
Playsafety Limited (RoSPA Annual lay Area Inspection) inc. VAT £18.60	£111.60
North Norfolk District Council (dog bin emptying 0/04/21 to 31/03/21) inc. VAT £105.20	£655.20

**Resolution:** All payments AGREED
  - c. To note receipts received:** Noted  
Worstead Festival – premises licence reimbursement £ 70.00
  - d. Financial Correspondence - Noted**  
PFK Littlejohn (External Audit) - Receipt of documents – notification of exempt status  
Information Commissioner's office - Data protection renewal fee due (direct debit payment on or before 02/08/2021)
- 14 Projects – to receive update reports and consider any actions arising:**
- a. Defibrillators** – awaiting installation – **Action:** Clerk to chase again.
  - b. Bengate noticeboard** – to be installed within the next week.
  - c. Briggate telephone box** – door has been temporarily removed for repair. Once repaired to be re-hung and arrange painting of phone box.
  - d. To update on village hall car park improvements** – Cllr. Bacon to produce plans.
- 15 To receive correspondence and agree response (if any):** All noted.  
General Correspondence  
Cluster 10 Police Newsletter  
NALC newsletters inc. Wellbeing  
North Walsham West Consultation
- 16 Matters for discussion (for information only) - None**
- 17 Items for next agenda:** 14<sup>th</sup> September 2021

Meeting closed 20.52