



## Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall held on Tuesday 26<sup>th</sup> October 2021 at 7.30pm

**Present:** S. Cole (Chair), R. Barrett, S. Ginn, A. Bond, J. Bacon and M. Smith (7.33pm).

**Also in attendance:** 1 members of the public (inc. 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** (19.41)  
Cllr. Saul Penfold reported:  
County Council - not held a full Council meeting in October.  
There has been contact from Parishioner's form Honing Road regarding safety concerns and traffic.  
There is a member's budget of £1500 for tree planting schemes across all Parishes.  
A new skate park is to open in North Walsham in December -the Growth and Infrastructure team are considering options of moving the entrance gate.  
North Walsham traffic lights are due to be upgraded in 2023, and looking at possible road changes, including the paving of Kings Arms street.  
North Norfolk District Council – Heritage Action Zone in North Walsham with investment of £4million, including access from car parks to town centre, improved parking and limited vehicles in centre and a new bus interchange.  
The Greenbuild event online from 1<sup>st</sup> to 12<sup>th</sup> November.  
The planned North Walsham development of 1400 houses is not scheduled to completed until 2040. This includes all the infrastructure – schools, roads and doctors.
- 3 To consider approval of apologies, if applicable.**  
Apologies were received and approved from K. Ohara (personal).
- 4 To consider any applicants for co-option of Parish Councillor vacancy**  
It was noted that Andy Millar has resigned from the Parish Council and the NNDC notice has been placed. Thanks were given to Andy for all his hard work and commitment.  
There have been no applications for the current Councillor vacancy.
- 5 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 14<sup>th</sup> September 2021.**  
The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Bond, all Cllr's. agreed. They were duly signed by the Chair.
- 6 To receive any declarations of interest in items on the agenda and any requests for dispensation:** None.
- 7 Planning: (Cllrs. Bacon, Barrett and Millar)**
  - a. To consider the following planning applications:**  
**PF/21/2357** - Old White Horse, Station Road, Briggate, Worstead, Norfolk, NR28 9QY -  
Change of use and alterations to detached outbuilding to form a holiday let  
**Resolution:** No Objection  
**PF/21/2580** - Hunters Lodge, Meeting Hill Road, Briggate, Worstead, Norfolk, NR28 9RB -  
Single storey side/rear extension.  
**Resolution:** No Objection



**PF/21/2646** - Worstead C Of E Va School, Honing Road, Lyngate, Worstead, Norfolk, NR28 9RQ - Single storey extension

**Resolution:** No Objection

**TW/21/2586 Hedgerow Removal Notice** - 16km Pipeline Development - Sco-Ruston to Honing - Hedgerow removals to facilitate the laying of potable water pipeline to support the local network and improve sustainability of network to avoid future bursts. Hedgerows will be reinstated like-for-like. Where possible, hedgerows have been avoided by drilling under (subject to budget), utilising existing gaps or minimising the amount requiring removal.

**Resolution:** No comment.

**b. To receive planning updates and decisions, if applicable: NOTED**

**PF/21/0701** - Land North East Of Threeways, Obelisk Lane, Worstead, Norfolk - Formation of liquid organic fertiliser storage lagoon (capacity 9,000 cu.metres) – **WITHDRAWN**

**PF/21/2262** - The Grange, Yarmouth Road, Worstead, Norfolk, NR28 9LX - Conversion of outbuilding to garden room - **APPROVED**

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

**a. To receive general report**

It was reported litter issues are in decline, but to be monitored.

Anti-social behaviour under the underpass in Bengate reported to the Police.

**b. To discuss field hire including playing field hire request (Bacton Football Club)**

Awaiting a response from the football club.

**c. To receive update on play area repairs, and consider/agree quotes**

It was AGREED no repairs required at this time – to be monitored.

**d. Play area fence:**

**i. To discuss and consider installation of play area fence**

It was AGREED to install a fence around the play area.

**ii. To consider/receive grant application update**

A grant application was made to the Worstead Festival between meetings due to closing date – this was RATIFIED and AGREED by all. The grant application was successful, and the PC have been awarded £3000 towards this project.

**iii. To consider and agree PC contribution**

It was AGREED for the PC to contribute the remaining amount to this project.

**iv. To consider and agree contractor**

Quotes were considered. It was AGREED to contract AA Fencing for the materials and L&M Gardening for the installation.

**e. To update on Public and Parish Permissive Pathway Partnership, including funding of required signage of the permissive routes**

It was discussed to confirm the planned duration of the permissive paths and look further into suitable signage.

**f. To consider 'The Queen's Platinum Jubilee Celebrations – 2-5 June 2022'**

To ask village hall if they plan to hold an event. To investigate further a Beacon.

**9 Natural Environment: (Cllrs. Smith and Bond)**

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

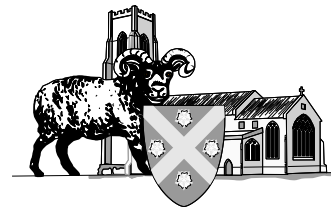
North East Norfolk Conservation Group will be carrying out further works to Lyngate pond on 25<sup>th</sup> November 2021.

**b. To update, discuss and consider Tree Planting Scheme, including Community Orchard**

It was discussed that as there is no public land and support, the Community Orchard proposal will not be pursued further at this time. The Tree planting scheme will remain an agenda item as this can include private land.

**c. To update on hedge cutting**

It is hoped the inside hedge along Westwick Road, along Ruin Road and inside the village hall car park will be cut within the next month.



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

### a. To receive SAM2 data

Data circulated collected from Meeting Hill - no speeding issues were highlighted.

### b. To consider bids for Parish Partnership Scheme 2022/23

Possible bids include a trod along Honing Road, a further SAM2 and footpath signage. Cllr. Penfold agreed member funding of up to £1750 towards these projects.

### c. To discuss and consider correspondences regarding speeding along Honing Road

A meeting was held with Highways to discuss options, the response is to be sent to parishioners.

Cllr Penfold left the meeting 21.01

## 11 Queen Elizabeth Hall: (Cllr. Ginn)

### a. To receive report

Cllr. Ginn gave a report including a successful grant bid from Worstead Festival for Wi-Fi installation. Heating also being installed in the club room and investigating sensor lighting in the car park.

### b. To consider request to trade in village (Piazza Wheel)

It was discussed that trading at the village hall would not be feasible due to the current hall bookings and car park usage.

## 12 School: (Cllr. Barrett)

### a. To receive report

School newsletters 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. Ginn – all AGREED.

### b. To consider the following invoices and resolve whether to make payments for:

L&M Gardening Services (Maintenance of Graveyard 2021)	£980.00
Royal British Legion (poppy wreath donation s137)	£ 50.00*
North Norfolk Community Transport (donation)	£ 50.00**

**Resolution:** Payment AGREED. (\* see item 13g, \*\* see item 13h)

### c. To note second instalment of Precept received £4,220.00

Noted.

### d. To consider updating bank signatories

It was AGREED to retain the 3 current signatories.

### e. To consider Charity Training

It was AGREED to pay 50% of Charity training with the village hall for Councillors to attend.

### f. To sign engagement letter for Internal Auditor for 2021/22

It was AGREED for the Clerk, as Responsible Financial Officer, to sign the engagement on behalf of the PC.

### g. To consider a donation for Poppy Wreath (s137)

It was AGREED to donate £50.00. A poppy wreath has been received.

### h. To consider a donation to North Norfolk Community Transport

It was AGREED to donate £50.00.

### i. To consider rent for Household Waste Management Site, Yarmouth Road

To investigate commercial value. To defer until November meeting.

### j. To consider quotes for maintenance for 2021/22 for:

**Playing Field    Village Green    Village sign**

Quotes were considered and it was AGREED to appoint Garden Guardian for the 3 areas for £1,702.00 plus VAT.

### k. Financial Correspondence, if any, to be noted

None.



- 14 Projects – to receive update reports and consider any actions arising:**
- a. Defibrillator train station**  
Chased with the Community Rail Development Officer – to be installed at the same time as the cycle store works carried out.
  - b. Briggate/Meeting Hill telephone box painting**  
Painting of phone boxes to be completed.
  - c. To update on village hall car park improvements**
    - i. To agree works to be completed**  
The proposed works were AGREED by all.
    - ii. To agree grant application to the North Norfolk Sustainable Communities Fund**  
It was AGREED to submit this grant application for £6000.00.
- 15 To receive correspondence and agree response (if any):** Noted.  
General Correspondence  
Cluster 10 Police Newsletter  
NALC newsletters inc. Wellbeing  
Points of Light  
Norfolk Strategic Flood Alliance formally adopts Strategy  
Greenbuild Online Festival
- 16 Matters for discussion (for information only)**  
Potholes in Orpley Lane to be reported to Highways.
- 17 Items for next agenda:** 23<sup>rd</sup> November 2021