

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall held on Tuesday 25th January 2022 at 7.00pm

Present: S. Cole (Chair), R. Barrett, S. Ginn, A. Bond, J. Bacon and K. O'Hara.

Also in attendance: 3 members of the public (inc. District/County Councillor Saul Penfold)

Clerk: Mrs. Sarah Martin was absent from the meeting; therefore it was AGREED that Cllr. Barrett took the minutes.

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**

A member of the public offered to discuss the planning for Worstead Estate and permissive paths, but these were deferred till later as they were agenda items.
Mike Annison gave a brief statement in support of his application to join the Parish Council.
- 2 District / County Councillor**

District & County Councillor Saul Penfold reported:
District Council
The leader of NNDC has stepped down and Councillor Tim Williams will be elected to that role. The last phase of consultation for the Local Plan has been released. However this mainly refers to the legal aspects of the Plan to check that it complies with the law. Green issues are also at the forefront of this. There is a chance to ask a team member of the Plan to attend a PC meeting to answer questions and explain issues relating to the Plan which might impact on the Parish of Worstead.
It was decided to invite a member of the team to the next meeting.
The issue with the wall at the White Lady has reached the enforcement stage with County Officers.
County Council
The final Budget Meeting will take place in late February. A 2.99% Council Tax rise is probable. The Covid vaccination centre at Castle Mall has been closed but another one opened elsewhere in the city.
- 3 To consider approval of apologies, if applicable.**

Apologies were received and approved from Cllr. Smith (personal).
- 4 Co-option for Parish Councillor vacancy**

Mike Annison left the room whilst a vote was taken. He was elected unanimously by a vote to become a Parish Councillor for Worstead. The declaration of office was signed, and Mike Annison joined the meeting.
- 5 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 23rd November 2021.**

The minutes were proposed as a correct record without amendment by Cllr. Bacon 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:**

Cllr. Bacon declared an interest in item 7a - planning application PF/22/0001 - Araglin, Withergate Road.
- 7 Planning: (Cllrs. Bacon and Barrett)**
 - a. To consider the following planning applications:**

PF/21/3476 - The Stable Block , Worstead Park, Worstead, NR28 9RT - Demolition of agricultural building attached to the rear elevation of the Stable Block; conversion and refurbishment of the Stable Block to restaurant and bar at ground floor with guest 6 bedrooms at first floor; construction of single storey extension for a kitchen facility at rear;



refurbishment of derelict sheds and renovation of greenhouse; general landscape works and additional car parking

LA/21/3477 - The Stable Block , Worstead Park, Worstead, NR28 9RT - Works associated with demolition of agricultural building attached to the rear elevation of the Stable Block; conversion and refurbishment of the Stable Block to restaurant and bar at ground floor with guest 6 bedrooms at first floor; construction of single storey extension for a kitchen facility at rear; refurbishment of derelict sheds and renovation of greenhouse
Standing Orders were suspended to allow the applicant to outline the changes being proposed to buildings and usage of Worstead Park.
Standing orders resumed.

Resolution:

PF/21/3476 No Objection.

LA/21/3477 No Objection (proposed Cllr. Bacon and seconded Cllr. Ginn on both applications)

PF/22/0001 - Araglin, Withergate Road, Worstead, North Walsham, Norfolk, NR28 9SF - Single storey extension to north side of dwelling and alterations to existing single storey extension on south side; relocation of access

Resolution: No Objection (proposed Cllr. Barrett and seconded Cllr. Bond). Cllr. Bacon abstained from voting.

PF/22/0035 - Grange Farm Cottage, Yarmouth Road, Worstead, North Walsham, Norfolk, NR28 9LX - Installation of a ground mounted array of 25 solar PV panels in garden/orchard

Lawful Development Certificate Application Withdrawn.

TW/22/0090 - Additional 9 Hedgerow Removals Required , Part Of The 16km Pipeline Development - Sco-Ruston To Honing - Additional 9 hedgerow removals required (to existing hedgerow applications) following recent site visit for Anglian Water @one Alliance scheme called 'East Ruston'. These four hedgerows were initially going to be directionally drilled underneath, however due to difficulties from an engineering perspective, these will be open-cut through at a maximum width of 5m, primarily to allow for installation of new potable water mains and for vehicle access along working area, and will be reinstated once works are complete like-for-like or better.

Resolution: No Objection (proposed Cllr. Ginn and seconded Cllr. Bacon).

b. To ratify the following planning application:

PF/21/3066 - White House, Meeting Hill Road, Meeting Hill, Worstead, North Walsham, Norfolk, NR28 9LR - Two storey and single storey rear extension

Resolution: No Objection. This was ratified and AGREED by all.

c. To receive planning updates and decisions, if applicable - noted

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 - **APPROVE**

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

PF/21/2820 - Hall Farm, Sloley Road, Worstead, Norfolk, NR28 9RS - Change of use of agricultural building to equestrian use as an indoor arena in association with Squirrel Wood Equestrian Centre – **APPROVE**

PF/21/2975 - Glebe Cottage, Honing Road, Lyngate, Worstead, Norfolk, NR28 9RG - Two storey rear extension to house – **APPROVE**

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

a. To receive general report

Cllr. Barrett gave a short report: Littering still minimal probably due to being winter months. Equipment checks carried out weekly by Cllr. Barrett. Recommend Skier gym equipment needs removal.

b. To discuss weekly play area inspections

The format and content of the weekly inspection reports was discussed and accepted as satisfactory.



Potholes in the village hall car park were discussed. It was felt that vigilance should be kept up on the condition of the car park and consider using a contractor to level as necessary. Disability access was discussed and additional warning signs.

c. Update on play area fence

A proforma for this project needs to be agreed and paid (see finances).

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

Cllr. Smith has been liaising with church/hall and festival but was absent, so it was agreed to set up a working party and bring ideas to next meeting.

9 Natural Environment: (Cllrs. Smith and Bond)

a. To update on conservation schemes

Lyngate pond debris needs clearing away probably later in summer when dried. Litter pick mentioned by no date agreed.

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

a. To receive SAM2 data

SAM2 data from Honing Row was presented. Average speed in the 20MPH zone was 24mph. SAM2 now in Station Road.

b. To update on bids for Parish Partnership Scheme 2022/23

The application has been submitted for the two trods on Honing Road and we await the outcome by end of March 2022.

PC has missed the deadline for a grant to provide signs for new permissive paths, however it was suggested this be submitted in the next round; however Worstead Farms agreed to share the funding of these so it can go ahead.

c. To discuss road safety outside school

There had been a suggestion by the school to place some directional signs around the Fairstead to stop use of the section of road directly outside school frontage but in a meeting with Highways it was made clear these would cost £12000 so not viable. Highways say this needs to be a school policy solution.

Worstead Farms is allowing an extension of the school car park and a rear gate into the school which should help with the congestion of people and cars at the front of the school.

11 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

A report had been circulated and was accepted with no further comments. Meetings will now be held bi-monthly. There are 2 new members on the Committee.

A reminder was given of the Charities Training evening on February 9th 2022, via Zoom.

b. To update on village hall car park - No update.

c. To update on hedge cutting (field and car park) - No update.

d. To discuss and consider camping on playing field

The idea of a pop up camping site on the field was discussed but decided not to continue as too many managerial considerations and concerns about the lease.

12 School: (Cllr. Barrett)

a. To receive report

Newsletters had been circulated . There had been an Art exhibition in the church . Some difficulties at the moment with absences due to Omicron.

It was pointed out that 5 former pupils had now been accepted to colleges at Oxbridge and that this was a fine achievement.

13 Finances and Administration:

a. To consider approval of Statement of Account and Bank Reconciliation

AGREED to be approved by show of hands.

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

Garden Guardian Limited (village maintenance 2021) (inc. VAT £324.40)	£1,946.40
Queen Elizabeth Hall (rent 2021/22)	£ 160.00

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Sarah Martin (expenses – car park signage) (inc. VAT £5.64) £ 33.77
AA Fencing UK Ltd (Pro Forma – play area fence) (inc. VAT £811.49) £4,868.92

Resolution: All payments AGREED.

- c. **To consider a donation request from Norfolk Citizens Advice**
AGREED a donation of £50.
- d. **To update and consider Surveyors Allotment and agree working group to renegotiate lease**
A working party was set up of Cllrs. Bacon, Annison and Cole
- e. **To update and agree Operation London Bridge procedures, and purchase of condolence book**
Cllr. Smith is working on this but was absent, therefore postponed until February meeting.
- f. **To confirm meeting dates for 2022**
Meeting Dates confirmed and date for Annual Parish Meeting set for March 29th 7pm.
- g. **Financial Correspondence, if any, to be noted** - None.

14 Budget:

- a. **To review and agree the Budget for 2022/23**
AGREED by show of hands
- b. **To agree General Reserve Policy**
To postpone until February meeting.
- c. **To consider and resolve to set the amount for precept**
After discussion it was AGREED by a show of hands to increase the Precept by 3% to £8693. This is an increase of 0.98p per Band D to £27.69.

15 Projects – to receive update reports:

- a. **Defibrillator / cycle store at Worstead train station**
No progress.
- b. **Briggate/Meeting Hill telephone box painting and use**
No progress.

16 Consultations:

- a. **Proposed Submission Version North Norfolk Local Plan (Regulation 19 Publication)(03)**
AGREED to postpone to the February meeting.
- b. **Transport East**
AGREED to submit individual responses.

17 To receive correspondence and agree response (if any): Noted.

General Correspondence
Cluster 10 Police Newsletter
NALC newsletters inc. Wellbeing
Broads Authority adopted the Marketing and Viability Guide.
Broads Authority Settlements and services consultation
Parishioner correspondence regarding village hall park
North Norfolk Rapid Response Trial
Vattenfall - Norfolk Projects' Community Benefit Fund & Development Consent Order accepted
Church and parishioner correspondence regarding anti-social behaviour
Norwich Western Link project update

18 Matters for discussion (for information only) - None

19 Items for next agenda: Tuesday 22nd February 2022 No items raised not already discussed or standing items.

Meeting closed: 21.00