

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall held on Tuesday 22nd February 2022 at 7.00pm

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

Also in attendance: 9 members of the public including Mark Ashwell (NNDC) and Saul Penfold (District/County Councillor)

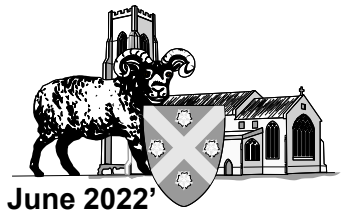
Clerk: Mrs. Sarah Martin

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**
Mark Ashwell from the planning department at North Norfolk District Council (NNDC) gave a presentation regarding the Proposed Submission Version North Norfolk Local Plan (Regulation 19 Publication)
Mark Ashwell and 7 members of the public left the meeting at 20.03
- 2 District / County Councillor**
Cllr. Penfold reported that at the budget setting meeting of County Council Precept was set at 2.99% and at NNDC 1.99%.
Norfolk County Council is looking at the possibility of a recycling centre in North Walsham.
The works to resurface the road at Orpley Lane, Meeting Hill, along with the installation of the new kerbing is scheduled for end of March.
Saul Penfold left the meeting at 20.12
- 3 To consider approval of apologies, if applicable.**
Apologies were received and approved from Cllr. O'Hara (personal).
- 4 To resolve whether to approve the minutes of the Monthly Meeting held on Tuesday 25th January 2022.**
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.
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation:** None
- 6 Planning: (Cllrs. Bacon and Barrett)**
 - a. To consider the following planning applications:**
PF/22/0363 - Hunters Lodge, Meeting Hill Road, Briggate, Worstead, North Walsham, Norfolk, NR28 9RB - Single storey side/rear extension
Resolution: No Objection
 - b. To ratify the following planning application:**
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
Resolution: No Objection. This was ratified and AGREED by all.
 - c. To receive planning updates and decisions, if applicable**
Planning updates and decision had been circulated and were noted.
- 7 Leisure and Recreation: (Cllrs. Cole and Barrett).**
 - a. To receive general report**
Nothing to report. The skier does need to be removed.
 - b. Update on play area fence**
It was confirmed the proposed fencing is RoSPA approved.
One gate is to be soft closing to ensure kept closed and dogs kept out. It was AGREED to proceed with the proforma invoice and order the fencing.

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DRAFT until AGREED at meeting following



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

It was discussed looking into a suitable plaque to be placed on the village hall wall.

d. To discuss and agree sign on Fairstead repairs, including redesign

It was discussed asking the school to hold a competition to redesign the sign with the 'Queens Jubilee' theme. **Action:** Cllr. Barrett to approach the school.

8 Natural Environment: (Cllrs. Smith and Bond)

a. To update on conservation schemes

The debris around Lyngate pond to be removed 26/02/22.

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

a. To receive SAM2 data

There was no data this month from the location on Station Road (as vehicles enter from Sloley) due to downloading data issues. This data will be presented at the next meeting. The SAM2's will be relocated to Honing Road.

10 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

Report was circulated. The village hall hopes to set up some children's events during the summer.

b. To update on village hall car park

The NNDC grant bid has been submitted - to be notified by mid-April.

c. To update on hedge cutting (field and car park)

Contractor has contacted to say if not able to be carried out by end of February will have to be postponed until September due to bird nesting season.

11 School: (Cllr. Barrett)

a. To receive report

Cllr. Barrett gave a short report including - graffiti at school has been reported to the Police. The school has retained its 'Good School' status during its recent Ofsted report.

12 Finances and Administration:

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

AGREED by all with a show of hands.

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

AA Fencing UK Ltd. (Play area fencing) Proforma invoice (inc. VAT £811.49) £4,868.92

c. To agree General Reserve Policy

The General Reserve Policy was AGREED to hold approximately 9 months of Precept.

d. To update on Surveyors Allotment, and agree to seek legal advice if required

A meeting to be arranged with consultant to discuss further.

e. To review and agree the following policies:

i. Financial Regulations

ii. Internal Controls

iii. Risk Management

Each policy was AGREED with no amendments.

f. To update and agree Operation London Bridge

The policy and action plan were AGREED.

g. Financial Correspondence, if any, to be noted: None

13 Projects – to receive update reports:

a. Defibrillator / cycle store at Worstead train station

No update.

b. Briggate/Meeting Hill telephone box painting and use

No Update

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- 14 Consultations:**
- a. **Proposed Submission Version North Norfolk Local Plan (Regulation 19 Publication)**
Cllr. Bacon to draft a response to be circulated prior to submission.
- 15 To receive correspondence and agree response (if any):** All noted
- General Correspondence
 - Cluster 10 Police Newsletter
 - NALC newsletters inc. Wellbeing
 - Norfolk Community Foundation - Invitation: Webinar on Health and Safety
 - Great British Spring Clean 2022: Will You Take Part? (25th March to 10th April 2022)
 - Vacancies on the Norfolk Local Access Forum
 - Norfolk Vanguard awarded consent
- 16 Matters for discussion (for information only)**
- Parishioner has contacted Norfolk County Council regarding signage to prevent HGV's turning at junction on village square (onto School/Honing Road).
Woven newsletter hoping to be printed/distributed by end March.
- 17 Items for next agenda:** Tuesday 22nd March 2022
- Asset register review

Meeting closed 21.06