



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall held on Tuesday 26th April 2022 at 7.00pm.

Present: S. Cole (Chair), R. Barrett, S. Ginn, A. Bond, J. Bacon, M. Smith and K. O'Hara (19.04).

Also in attendance: 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**
None.
- 2 District / County Councillor**
District/County Cllr. Saul Penfold reported on the following:
 - Full Council meeting held at County, in which a number of members walked out. This was regarding not providing holiday food vouchers to those on free school meals, even though the funding was received for that purpose.
 - Natural England letter received 16th March 2022 regarding Nutrient Neutrality which effects planning applications.
 - A one off energy rebate of £150 for eligible households is available.
 - There is £3.85 million to help insulate homes.
 - 70,000 trees have been planted towards the 110,000 pledged.
 - There was an official opening of the 'Reef Leisure Centre' in Sheringham. Membership targets already met.
 - Heritage Action Zone works in North Walsham are underway.
 - Resurfacing and kerbing works at Meeting Hill commence 3rd May 2022.
- 3 To consider approval of apologies, if applicable.**
Apologies were received and approved from Cllr. M. Annison (personal).
- 4 To approve the minutes of the meeting held on Tuesday 22nd March 2022.**
The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Bacon, 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/22/0877** - Westmoreland, Station Road, Worstead, North Walsham, Norfolk, NR28 9RX - Raising of roof with dormer windows to provide roofspace accommodation; erection of single-storey rear extension with roofspace accommodation; front porch
Comment: No Objection
 - HZ/22/0815** - Albert Bartlett Westwick, Station Road, Worstead, North Walsham, Norfolk, NR28 9RX - Proposed storage of up to 35 tonnes of Liquefied Petroleum Gas.
Comment: No Objection
 - b. To receive planning updates and decisions**
Circulated – no further comment.



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

a. To receive general report

Cllr. Barrett reported that littering has increased again within the play area. The skier is to be removed to investigate repair. Broken tree branches to be removed. Hedge at entrance to field to be reduced in height to make the play area more visible.

b. Update on play area fence

Awaiting confirmation of delivery of fencing to be able to arrange installation.

c. To update on sign at Fairstead

A design to replace the existing image was selected unanimously following the school competition. The sign has been repaired ready to be re-instated once image manufactured.

d. To consider field hire arrangements

It was discussed Cllrs. Bacon and Barrett to meet with the QE Hall committee to discuss the hall taking over the hire of the playing field and to put a recommendation to the next PC meeting. It was also discussed contacting Bacton FC to see if they are still interested in hiring the field for the upcoming season.

e. To agree actions to hedge in recreation ground

Broken branches to be removed from field.

f. To confirm litter pick date

It was AGREED to cancel the litter pick this year due to the growth of verges. To be re-visited early next year.

g. To note notification of play area inspection in June – noted.

8 Natural Environment: (Cllrs. Smith and Bond)

a. To update on conservation schemes

It was noted the request from the conservation group to carry out further works on Lyngate pond during July, however AGREED that the works should be carried out in August following the festival to ensure enough time for the debris can be cleared from site.

b. Churchyard grass cutting

It was noted the Churchyard conservation area had been cut by the NNDC contractor over Easter. The Clerk queried with the Church who did not request this and has spoken to NNDC to investigate and prevent further cutting. It was AGREED to cancel the annual cut for 2022 with Bure Valley Conservation Group, but to re-book for 2023.

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

a. To receive SAM2 data

Data circulated from Honing Road – no further comments. Devices now located in Withergate.

It was noted residents had enquired with Cllr. Penfold regarding speed reduction options along Barnards Road.

It was AGREED to send a letter to local farmers with regard to associated vehicles travelling though the village regarding adhering to speed limits.

b. To receive update on Parish Partnership Schemes 2022/2023

A meeting is arranged with the Highways Engineer to discuss the proposed trod path and further verge improvements before finalising the PP scheme details.

10 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

Cllr. Ginn gave a short update on the recent activities of the hall.

b. Village hall car park

i. Update on grant application

A grant from the NNDC Sustainable Fund was successful for £6,000 toward the car park improvements.

ii. To agree/finalise car park works

To be postponed until next meeting as awaiting confirmation of costs. The PC has budgeted funds to cover an increase in the cost – this was AGREED by all.



c. To update on Queen Jubilees event

It was discussed investigating with Highways whether a tree can be planted on the Fairstead along with a plaque to commemorate the Jubilee.

11 School: (Cllr. Barrett)

a. To receive report

The school newsletter was circulated.

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:

Worstead PCC (maintenance donation cemetery)

£1000.00

AGREED to approve this payment as per the budget.

c. To note website accessibility review

A review has been part carried out by the Clerk; however the Internal Auditor is to provide further training and advice.

d. To review the asset register

Ongoing.

13 Projects – to receive update reports:

a. Defibrillator / cycle store at Worstead train station

The works at the station, carried out by the Bittern Line Partnership and Greater Anglia have been completed. The cycle store is open, been painted and has CCTV. The defibrillator is awaiting the ambulance service to confirm it is live on their system.

b. Briggate/Meeting Hill telephone box painting and use

Both boxes should be repainted by end of summer.

14 To receive correspondence and agree response (if any): all noted

General Correspondence

Cluster 10 Police Newsletter

NALC newsletters inc. Wellbeing

Vattenfall project and team updates

You're invited to Good Grant Applications Get Good Results (May 5, 2022) – Cllr. Annison to attend.

15 Items for next agenda: Tuesday 24th May 2022

Music licence application for The Woodyard, Worstead Estate

16 To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960, to exclude the public due to the confidential nature of the item to be discussed:

a. Contract for Surveyors Allotment

This resolution was agreed, however there were no members of the public present.

- a. It was proposed by Cllr. Bond; seconded by Cllr. Bacon to agree the proposed Heads of Terms. To be submitted to the agent.

Meeting closed 20.44