

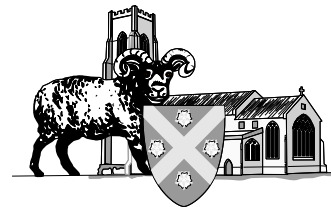


The following meeting will be held in the Queen Elizabeth Hall, Worstead:

Members are summoned and press and public are invited to the Worstead Parish Council Meeting to be held on **Tuesday 28th June 2022 at 7.00pm** for the purpose of transacting the following business.

AGENDA FOR PARISH COUNCIL MEETING

- 1 Open forum for Public Participation: an opportunity to hear from members of the public**
To receive questions and representations from members of the public relating to local issues. (In line with WPC's standing orders, public participation shall not exceed fifteen minutes unless directed by the Chair, and each member of the public may speak for a maximum of three minutes).
- 2 District / County Councillor**
- 3 To consider approval of apologies, if applicable.**
- 4 To approve the minutes of the meeting held on Tuesday 24th May 2022.**
- 5 To receive any declarations of interest in items on the agenda and any requests for dispensation:** Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with WPC's Code of Conduct. The Council is asked to consider any requests for dispensation.
- 6 Working Groups:**
 - a. To discuss and agree format of working groups/representatives and improvement to format of agenda and meeting in general
- 7 Planning: (Cllrs. Bacon and Barrett)**
 - a. To consider the following planning applications:
PF/22/1017 - Worstead Park Island, Worstead Park, Worstead, North Walsham, Norfolk, NR28 9RT - Change the use of island and boat house to be used as part of wedding venue, replacement of a bridge, erection of summer house, two jetties and associated paths (retrospective)
 - b. To receive planning updates and decisions
- 8 Leisure and Recreation (Cllrs. Cole and Barrett)**
 - a. To receive general report
 - b. To receive annual play area inspection report and agree any actions
 - c. To discuss and agree planting of Queens Jubilee platinum commemoration tree/rose bush
- 9 Natural Environment: (Cllrs. Smith and Bond)**
 - a. To receive update on conservation schemes
- 10 Highways & Infrastructure: (Cllrs. Bond and O'Hara)**
 - a. To receive SAM2 data
 - b. To discuss and agree any actions regarding amenities in village square (parishioner email)
- 11 Queen Elizabeth Hall: (Cllr. Ginn)**
 - a. To receive report
 - b. To discuss and agree playing field hire arrangements with QE Hall
- 12 School: (Cllr. Barrett)**
 - a. To receive report (inc. Ida Watts award)
- 13 Finances and Administration:**
 - a. To consider approval of Statement of Account and Bank Reconciliation
 - b. To note insurance renewal – BHIB 3 year contract



- c. To note the following invoice's paid in between meetings:
 - BHIB (insurance 01/06/22 to 31/05/22) £ 528.89
 - Norfolk County Council (Parish Partnership Scheme Honing Road 22/23) £4,900.84
- d. To agree transfer of £7,000.00 from Business rate tracker account
- e. To consider the following invoices and resolve whether to make payments for:
 - Sarah Martin (Salary & Expenses Apr-June 22) (inc. VAT £5.13) £ 914.42
 - HMRC (PAYE Apr-June 22) £ 19.80
 - Community Heartbeat (replacement defib. pads QE Hall) (inc. VAT £8.00) £ 48.00
 - M Marques (installation play area fence) £1,135.00
 - Playsafety Limited (Annual inspection) (inc. VAT £18.90) £ 113.40
- f. To review the asset register
- g. To consider online banking
- h. To discuss and consider Council email addresses
- i. To discuss and consider Woven newsletter
- j. To discuss and consider the Community Ownership Fund (Government Funding for Community Assets)

14 Projects – to receive update reports:

- a. Briggate/Meeting Hill telephone box painting and use

15 Consultation - to consider a response to:

- a. The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, 2022 (Closing date Monday 11th July 2022)
- b. Draft Broads Plan 2022-27 (Closing date Friday 15th July 2022)

16 To receive correspondence and agree response (if any):

- General Correspondence
- NALC newsletters
- Bure Valley Conservation Group- Cutting task cost 10% increase

17 Items for next agenda: Tuesday 26th July 2022

18 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

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 23rd June 2022