

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall held on Tuesday 28th June 2022 at 7.00pm

Present: S. Cole, J. Bacon, M. Annison, A. Bond, J. Carlos-Lawrence, S. Ginn and M. Smith (7.02pm)

Also in attendance: Saul Penfold (District/County Councillor) and 2 members of the public.

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**
A member of the public spoke regarding the amenities which visit the village requesting that further or larger signage be placed to alleviate some of the issues of parking which occur. The amenities are a great asset to the community but should not be a concern to residents.
The Chair responded that the PC takes on all concerns but has limited authority. Using the public highway falls under the jurisdiction of Norfolk County Council Highways.
A member of the public spoke about the national speed limit along Barnards Road and the feeling of residents that this should be lowered.
County Cllr. Saul Penfold commented that this issue had previously been raised with the Highways Engineer and unfortunately data does not back up any need for a speed reduction along this road.
Cllr. Bacon commented that this can be raised again on the next agenda
- 2 District / County Councillor**
Cllr. Saul Penfold reported from County that he has now been given a Road Safety Community Fund of £11,000 - this is specifically for schemes which will improve road safety e.g. speed limits, gateways, trods and vehicle activated signs. Bids to be in by the end of November.
The Norwich Western link costs have increased by £53 million to a total of £251 million
Homes for Ukraine - there are 700 Ukrainians housed across the county and 175 in North Norfolk but expecting a further 700 next month - 472 host families.
Meeting Hill is being currently being surface dressed.
The District Council 'Outlook' magazine has been distributed to all homes.

Cllr. Penfold left the meeting 19.33
- 3 To consider approval of apologies, if applicable.**
Apologies were received and accepted from Cllrs. Barrett and O'Hara (both personal).
- 4 To approve the minutes of the meeting held on Tuesday 24th May 2022.**
The minutes were proposed as a correct record without amendment by Cllr. Annison and seconded by Cllr. Cole - all Cllrs. 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 Working Groups:**
a. To discuss and agree format of working groups/representatives and improvement to format of agenda and meeting in general
It was AGREED to have reporting groups/representatives opposed to working groups as the PC makes the decisions, and for those groups to produce a report a week before the PC meeting (if applicable) and to inform the Clerk of any items requiring a decision to be added to the agenda for the meeting following.

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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)

Comment: No Objection.

b. To receive planning updates and decisions

A planning update report was circulated and noted.

8 Leisure and Recreation (Cllrs. Cole and Barrett)

a. To receive general report

Report circulated. It was noted the trees to be cleared from far hedge.

b. To receive annual play area inspection report and agree any actions

RoSPA inspection carried out in June. Cllr's. Cole and Barrett to review and bring recommendations to July meeting.

c. To discuss and agree planting of Queens Jubilee platinum commemoration tree/rose bush

Cllr's. Smith and Carlos-Lawrence to investigate rose bush, obelisk and plaque. A budget was AGREED of £150.00.

9 Natural Environment: (Cllrs. Smith and Bond)

a. To receive update on conservation schemes

North-East Norfolk Conservation Volunteers have been postponed from July to August/September (depending on their schedule) for works to Lyngate pond.

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

a. To receive SAM2 data

Data collected from Withergate Road (21st May to 7th June 2022) circulated. It was discussed placing the 85th percentile data in the Woven. SAM2 now located along Sloley Road.

b. To discuss and agree any actions regarding amenities in village square (parishioner email)

It was discussed the PC have little power, however AGREED to place additional signage.

11 Queen Elizabeth Hall: (Cllr. Ginn)

a. To receive report

Report circulated – no further comments.

b. To discuss and agree playing field hire arrangements with QE Hall

The QE Hall have agreed to take over the hire of the playing field as this fits in with the hall hire. Cllrs. Bacon and Annison to meet with the QE Hall management to finalise details.

12 School: (Cllr. Barrett)

a. To receive report (inc. Ida Watts award)

School newsletter circulated. Ida Watts award has been ordered. Cllr. Barrett to present on behalf of the PC.

13 Finances and Administration:

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

This was AGREED by all.

b. To note insurance renewal – BHIB 3 year contract

The Clerk used delegated authority to renew with BHIB on a 3 year deal. It was noted the cost of insurance had greatly increased.

c. To note the following invoice's paid in between meetings: noted.

BHIB (insurance 01/06/22 to 31/05/22) £ 528.89

Norfolk County Council (Parish Partnership Scheme Honing Road 22/23) £4,900.84

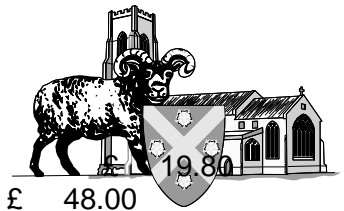
d. To agree transfer of £7,000.00 from Business rate tracker account

This was AGREED by all to cover the cost of the car park works once invoice received.

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

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HMRC (PAYE Apr-June 22)

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

All payments were AGREED.

f. To review the asset register

This review is ongoing.

g. To consider online banking

It was AGREED to investigate and set up online banking.

h. To discuss and consider Council email addresses

It was AGREED to set up Gmail email addresses for Councillors.

i. To discuss and consider Woven newsletter

The next issue will be produced late August.

j. To discuss and consider the Community Ownership Fund (Government Funding for Community Assets)

To be postponed until July agenda. Closing date 19th August 2022.

14 Projects – to receive update reports:

a. Briggate/Meeting Hill telephone box painting and use

Ongoing.

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)

No PC comments.

b. Draft Broads Plan 2022-27 (Closing date Friday 15th July 2022)

No PC comments.

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

General Correspondence

NALC newsletters

Bure Valley Conservation Group- Cutting task cost 10% increase

17 Items for next agenda: Tuesday 26th July 2022

Emergency access to village hall.

HGVs through village.

Trees on playing field.

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:

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

a. Contract for Surveyors Allotment – no update.

Meeting closed 21.15