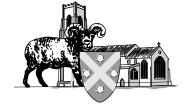
## **WORSTEAD PARISH COUNCIL**



## Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 23<sup>rd</sup> August 2022 at 7.00pm

Present: J. Bacon (Chair), R. Barrett, M. Annison, A. Bond, J. Carlos-Lawrence, S. Ginn

and M. Smith (7.02pm).

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 No public present
- 2 District / County Councillor report

Cllr. Saul Penfold sent apologies to the meeting.

To consider approval of apologies, if applicable.

Apologies were received and approved from K. O'Hara (personal).

4 To approve the minutes of the meeting held on Tuesday 26<sup>th</sup> July 2022.

The minutes were proposed as a correct record without amendment by Cllr. Bond and seconded by Cllr. Ginn - all Cllrs. AGREED. They were duly signed by the Chair.

- To receive any declarations of interest in items on the agenda and any requests for dispensation: None.
- **To receive reports (if any):** Reports had been circulated prior to the meeting. Additional comments below.
  - a. Finance
  - b. Planning (including notified updates & decisions)
  - c. Leisure & Recreation (inc. QE Hall)
  - **d. Natural Environment** North East Norfolk Conservation Volunteers are attending the Lyngate pond on 14<sup>th</sup> September 2022.
  - **e. Highways & Infrastructure (inc. SAM2)** to speak to Westcotec regarding Bluetooth device connection issues.

## 7 Leisure and Recreation

a. To discuss and agree any actions on Information for the Elderly including community transport

Norfolk Community Transport confirmed they are not planning to cease their service in Worstead. An article and timetable have been received for publication in the next issue of the Woven.

b. To discuss investigation of a community shop

Discussions had to whether this should be investigated further and gage community support. **Action:** Cllr. Bacon to speak with existing community shops within the area to seek advice on how these are set up and run.

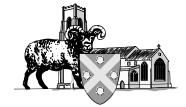
- 8 Highways & Infrastructure:
  - a. To consider Parish Partnership bids for 2023/24

It was discussed investigating roundels and further gateways with the Highways Engineer to see if supported. **Action:** Cllr. Bond.

b. To consider installation of dog bin in Bengate

It was discussed the PC has a dog bin which could be sited at this location, however to confirm the contribution costs with NNDC.

## **WORSTEAD PARISH COUNCIL**



- 9 Finances and Administration:
  - a. To approve Statement of Account and Bank Reconciliation These were AGREED by all.

It was noted there were two invoices received after the agenda had been published – to be paid and ratified at September meeting.

b. To consider long term strategic approach to the benefits of funding from and working with Worstead Festival, to include grant applications

It was AGREED to investigate a 5 year plan for the Parish to assist with budgeting and therefore with future grant applications.

It was discussed arranging a meeting with the Worstead Festival trustees to discuss future plans and funding. **Action:** Cllr. Annison.

It was suggested to submit a grant application to the festival towards the cost of an obelisk to commemorate the Queens Jubilee. **Action:** Cllrs. Smith and Carlos-Lawrence..

c. To consider option to opt out of the SAAA central external auditor appointment arrangements

It was AGREED not to opt out.

d. To appoint internal auditor for 2022/23 It was AGREED to appoint Catherine Moore as Internal Auditor for 2022/23.

10 Consultation - to consider a response to:

**Norwich Western Link project** – It was AGREED not to submit a PC response, however parishioner comments encouraged to be submitted independently.

11 To receive correspondence and agree response (if any): All noted.

General Correspondence

NALC newsletters

NCC Your views on the future of our mobile library service (consultation closes 14<sup>th</sup> September 2022) – it was AGREED to submit a general comment form the PC to strongly support the retention of the mobile library in Worstead as one of the few services the Parish has.

12 Items for next agenda: Tuesday 27<sup>th</sup> September 2022

To discuss playing field hedge Festival grant application

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 at the meeting.

a. Contract for Surveyors Allotment

Meeting closed 20.27