

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 27th September 2022 at 7.00pm

Present: J. Bacon (Chair), R. Barrett, S. Cole, J. Carlos-Lawrence, S. Ginn, K. O'Hara (7.02pm), M. Smith (7.04pm) and M. Annison (7.04pm).

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 members of the public were present.

Item 2 was postponed until later in the meeting as District/County Councillor was not present.

3 To consider approval of apologies, if applicable.

Apologies were received and approved from A. Bond (personal).

4 To approve the minutes of the meeting held on Tuesday 23rd August 2022.

The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Ginn - 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 To receive reports (if any):

All reports were noted.

- a. **Finance, including long term strategic approach**
- b. **Planning (including notified updates & decisions)**
- c. **Leisure & Recreation (inc. QE Hall)** It was noted a grant application to the Worstead Festival would need to be submitted in the region of £2000 for this project.
- d. **Natural Environment**
- e. **Highways & Infrastructure (inc. SAM2)**

2 District / County Councillor report (Cllr. Penfold joined the meeting at 19.15)

District/County Councillor Saul Penfold reported on a meeting held with Cllr. Bond and Highways Engineer on 15/09/22. Two pedestrian sigs have been approved along Barnards Road and will be funded by Cllr. Penfold. Highways looked at a proposal from the school for an access onto Withergate Road and it was approved in principle. The Meeting Hill telephone box has been repainted.

Cllr. Penfold left the meeting at 19.25

7 Leisure and Recreation

- a. **To receive an update and discuss further a community shop**
Ongoing – update at next meeting.
- b. **To discuss and consider playing field hedge**
It was AGREED for Cllr. Cole to investigate options and report to next meeting.
- c. **To consider Pre-school request to replace fencing**
It was AGREED to pass this request onto the village hall committee.

8 Planning:

- a. **To ratify the following planning application comment: AGREED.**
PF/22/1917 - 1 The Gate House, Heath Road, Worstead, North Walsham, Norfolk, NR28 0JB - Erection of single-storey rear extension
Comment: No Objection

WORSTEAD PARISH COUNCIL



9 Highways & Infrastructure:

a. To consider Parish Partnership bids for 2023/24, inc. roundels and gateways

It was AGREED to investigate support from Highways and costs to place roundels/gateways along Westwick Road and Withergate Road.

To also obtain a quote for a further SAM2 device with Bluetooth for discussion at the next meeting.

b. To consider Worstead Recycling Centre - Reuse Shop

It was AGREED in principle not to object, however will not be addressed until the new contract for the site has been agreed.

c. To discuss and consider school request for funding for car park roadway

The proposal is on private land and as it is a local education authority project the PC is not able to financially support.

10 Finances and Administration:

a. To approve Statement of Account and Bank Reconciliation

These were AGREED by all.

b. To agree the following payments:

Sarah Martin (salary & expenses Jul-Sep 22) £929.99

HMRC (PAYE Jul-Sep 22) £ 19.80

These two payments were AGREED by all.

Tree Hopper (playing field maintenance) – no invoice received therefore next agenda.

c. To ratify the following payments made between meetings:

Wicksteed Leisure (play area maintenance) (inc. VAT £5.66) £ 33.96

Ron Barrett (reimbursement play mats) (inc. VAT £28.00) £168.00

These two payments were RATIFIED and AGREED by all.

d. To consider a donation to The Royal British Legion Poppy Appeal (s137)

It was AGREED to donate £50 including a wreath.

e. To agree Festival grant application

It was AGREED to submit a grant application of £2000 for the obelisk and rose Platinum Jubilee memorial.

A further letter to be sent to the Festival Committee regarding longer term funding considerations.

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

General Correspondence

NALC newsletters

Parishioner email re: installation of mirror in village square – *to send a response that this was raised with the Highways Engineer and would not be supported on Highways land.*

NNDC - Local Government elections – 4th May 2023

Worstead Farms re: Harvest period/farm vehicles – *to acknowledge improvement to last year and request voluntary 20mph throughout the Parish and in advance route maps and dates of harvesting next year.*

Ringcraft communication re: village hall car park issues – *it was discussed requesting the village hall to investigate CCTV.*

12 Items for next agenda: Tuesday 25th October 2022

13 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

No update or response received, although this has been chased – Cllr. Annison to follow up again.

Meeting closed 20.24