

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 24th January 2023 at 7.00pm.

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

Clerk: Mrs. Sarah Martin

Members of the public: 1

For the benefit of the public 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 parishioner asked about gritting along Honing Road. It was discussed the scheduled route of Highways to which the PC has no control over.
- 2 To consider approval of apologies, if applicable.**
Apologies were received and approved from M. Smith and K. O'Hara (both personal).
- 3 To receive any declarations of interest in items on the agenda and any requests for dispensation:** None.
- 4 To approve the minutes of the meeting held on Tuesday 10th January 2023.**
The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Ginn - all Cllrs. present AGREED. They were duly signed by the Chair.
- 5 To receive reports (if any):**
All reports were noted
 - a. Planning (including notified updates & decisions)** – 2 applications (for same property) were received after the agenda was published and therefore will be on the next agenda for comment.
 - a. Leisure & Recreation (inc. QE Hall)**
 - b. Highways & Infrastructure (inc. SAM2)** – The PC has been donated a spare SAM2 device. No SAM2 data this month due to issues with the downloading. Clerk to contact Westcotec for advice and return for investigation if required.
It was discussed contacting Highways to request the gritting route be extending along Honing Road due to main route into the village for cars and pedestrians and school bus route.
 - c. School Report** – Cllr. Bacon attended the opening event for the new classroom.
- 6 District / County Councillor report**
Cllr Penfold sent apologies to the meeting, therefore no report this month.
- 7 Leisure and Recreation**
 - a. To consider and agree alternative memorial for Queen**
It was discussed placing a plaque on the QE Hall wall. Cllrs. Smith and Carlos-Lawrence to look at designs to be agreed at next meeting.
 - b. To receive update on, and consider any actions, re: playing field hedge**
To seek a cost for a survey of the trees. **Action:** Cllrs. Bacon and Cole.
- 8 Planning:**
 - a. To consider the following planning applications:** None
 - b. To discuss and consider Parish Plan**
It was suggested instead of producing a Parish Plan to look to hold an Open Day with the key stakeholders of the Parish and inviting parishioners to attend to give feedback/comments/suggestions.
Action: All Cllrs to suggest key topics to ask Parishioners view on.

WORSTEAD PARISH COUNCIL



c. To discuss Assets of Community Value

The current listed Asset of Community Value (The White Lady Public House) expires 14th November 2023. It was AGREED to review this nomination closer to the expiry date.

9 Highways & Infrastructure:

a. To consider a grit bin for Briggate

The PC sought advice from NCC Highways, however they do not support the installation of new grit bins.

10 Finances and Administration:

a. To approve Statement of Account and Bank Reconciliation

These were AGREED by all.

b. To agree the following payments: None

c. To consider and agree Church Graveyard maintenance 2023 donation request

It was AGREED to donate £700 in the new financial year (2023/24) as £300 from last donation is still held.

d. To agree review of Council documents

All Cllrs. to identify Council documents which should be retained in a central location.

e. Introduction to strategic plan

It was discussed this plan being part of/an outcome of the Parish Plan/Open Day project (item 8b).

11 Budget

a. To agree budget for 2023/24

Proposed by Cllr. Barrett; seconded by Cllr. Bond - AGREED by all by show of hands.

b. To agree reserves policy

The General Reserve Policy was AGREED to hold approximately 9 months of Precept.

c. To agree Precept for 2023/24

It was AGREED by a show of hands to request a Precept of £8954. This is an increase of 0.83p per Band D to £27.99.

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

General Correspondence

NALC newsletters

Notification of external auditor appointment (PFK Littlejohn 5 years)

nplaw at Norfolk County Council - Legal advice for town and parish councils

13 Items for next agenda: Tuesday 28th February 2023

Kings Coronation

Woven

Litter Pick

14 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. One member of the public left the meeting at 20.36.

a. Contract for Surveyors Allotment

Review of NCC terms of lease ongoing, some amendments identified. To contact NNDC as landowner to discuss further.

Meeting closed: 20.47