

WORSTEAD PARISH COUNCIL



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 February 2023 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 To consider approval of apologies, if applicable.**
- 3 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.
- 4 To approve the minutes of the meeting held on Tuesday 24th January 2023.**
- 5 Co-option for Parish Councillor vacancy**
- 6 To receive reports (if any):**
 - a. Planning (including notified updates & decisions)
 - b. Leisure & Recreation (inc. QE Hall)
 - c. Highways & Infrastructure (inc. SAM2)
 - d. School Report
- 7 District / County Councillor report**
- 8 Leisure and Recreation**
 - a. To consider and agree alternative memorial for Queen
 - b. To discuss and agree any actions for Kings Coronation
 - c. To receive update on, and consider any actions, re: playing field hedge
 - d. To discuss and consider Parish Open Day event
- 9 Planning:**
 - a. To consider the following planning applications:
PF/23/0083 & LA/23/0084 - The Old Mill, Meeting Hill, Worstead - Extension infill between dwelling and studio, conversion of studio to form principle accommodation and be incorporated into main dwelling, replacement cap and windows to windmill
- 10 Highways & Infrastructure:**
 - a. To discuss parishioner correspondence regarding speeding lorries in village
 - b. To discuss and agree village litter pick
- 11 Finances and Administration:**
 - a. To approve Statement of Account and Bank Reconciliation
 - b. To agree the following payments:

Westcotec (SAM2 lead inc. VAT £1.40)	£ 8.40
The Community Heartbeat Trust (defib pad replacement inc. VAT £13.20)	£79.20
 - c. To consider a donation to Age UK Norfolk Supporting Worstead
 - d. To discuss and agree next issue of The Woven
 - e. To agree date of Annual Parish meeting
 - f. To review and agree the following policies:
 - i. Financial Regulations
 - ii. Internal Controls
 - iii. Risk Management

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- 12 Consultations:**
- a. County Deal for Norfolk (closes 20th March 2023)
 - b. Consultation on Coastal Adaptation Supplementary Planning Document (closes 8th March 2023)
- 13 To receive correspondence and agree action/response (if any):**
- General Correspondence
 - NALC newsletters
 - Parish Council Elections, Thursday 4th May 2023 - Information on Voter ID and the nominations process
 - Parishioner correspondence re hedges/banks Station Road and footpaths
 - Parishioner correspondence re fly tipping
 - Norwich Western Link project update and introduction from Cllr Graham Plant
- 14 Items for next agenda:** Tuesday 28th March 2023
- 15 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 February 2023