

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 28th February 2023 at 7.00pm.

Present: J. Bacon (Chair), S. Cole, A. Bond, M. Annison, M. Smith and K. O'Hara (19.06)

Clerk: Mrs. Sarah Martin

Members of the public: 5 (inc. Cllr Penfold 19.07)

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 spoke regarding the lack of compliance of the 20mph and 30mph speed limits within the village.
Chair responded that this is an issue the PC takes seriously and have SAM2 devices which are regularly rotated around the Parish, also gateways and roundels installed and the PC would encourage and support Parishioners to set up a speed watch group. It was suggested to investigate with Highways a chicane at Westwick Road.
Jennie Gubbins introduced herself to the Council and briefly spoke about her interest in becoming a Worstead Parish Councillor.
- 2 To consider approval of apologies, if applicable.**

Apologies were received and approved from R. Barrett (personal).
It was noted the resignations from the PC from Steve Ginn and Janeeta Carlos-Lawrence – thanks were given to them both for their work on the Parish Council.
- 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 24th January 2023.**

The minutes were proposed as a correct record without amendment by Cllr. Bond and seconded by Cllr. Cole - all Cllrs. present AGREED. They were duly signed by the Chair.
- 5 Co-option for Parish Councillor vacancy**

Jennie Gubbins was elected unanimously by a vote to become a Parish Councillor for Worstead. The declaration of office was signed, and Jennie Gubbins joined the meeting.
- 6 To receive reports (if any):**

All reports were noted.

 - a. Planning (including notified updates & decisions)**
 - b. Leisure & Recreation (inc. QE Hall)**

Cllrs. Bond and Annison to take over the defibrillator checks at the train station and QE Hall.
 - c. Highways & Infrastructure (inc. SAM2)**

The trod path along Honing Road is scheduled installation in the Easter holidays.
The PC has been successful in the Parish Partnership bid for Withergate gateways.
 - d. School Report**
- 7 District / County Councillor report**

District/County Councillor Saul Penfold reported:
County Council – County Deal consultation open until 20th March 2023 – this relates to powers coming into Norfolk from Central Government. Council Tax increase of 4.99% (3% Council Tax and 1.99% adult social care).
District Council – Council Tax increase of 1.99%. Meeting being held to sign off local plan and then to go to inspector for approval. Bin collections have settled down and can now accept batteries and small electrical items. Approval has been granted for a solar port over the reef Leisure Centre in Sheringham. 110,000 tree planting target has been achieved.



Cont.

Cllr. O'Hara asked for an update on the proposed houses at North Walsham to which Cllr. Penfold responded that the development is within the local plan which goes up to 2036 and no further. Cllr. Penfold confirmed the County Council has been supporting the University of East Anglia.

Cllr. Penfold left the meeting 19.44.

8 Leisure and Recreation

a. To consider and agree alternative memorial for Queen

It was AGREED to order a stone plaque to be placed on the village hall.

b. To discuss and agree any actions for Kings Coronation

It was discussed requesting the hall is open on Sunday 7th May 2023 for the Kings Coronation with similar event to Queens Jubilee.

c. To receive update on, and consider any actions, re: playing field hedge

Options are being investigated regarding the leylandii hedge and possible new hedge planting – no costs yet.

d. To discuss and consider Parish Open Day event

It was proposed this event to be held on Friday 12th May 3.30-7pm (TBC), followed by the Annual Parish Meeting.

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

Comment: No Objection.

10 Highways & Infrastructure:

a. To discuss parishioner correspondence regarding speeding lorries in village

Discussed in public participation.

b. To discuss and agree village litter pick

AGREED 1st April in village and 2nd April in Meeting Hill.

11 Finances and Administration:

a. To approve Statement of Account and Bank Reconciliation

These were AGREED by all.

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

All payments were AGREED.

c. To consider a donation to Age UK Norfolk Supporting Worstead

The PC declined a donation, but to direct Age UK Norfolk to the Worstead Festival Charity. It was discussed a donations policy to be on the next agenda.

d. To discuss and agree next issue of The Woven

The next issue of the Woven to be distributed by 7th April. It was AGREED to return to A4 size and less colour for written articles.

This issue to have a separate A5 flyer for defibrillator and useful information.

e. To agree date of Annual Parish meeting

Discussed holding the meeting after the Open Day event – provisional date Friday 12th May 2023.

f. To review and agree the following policies: deferred to next PC meeting

i. Financial Regulations

ii. Internal Controls

iii. Risk Management

12 Consultations:

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DRAFT until AGREED at meeting following

WORSTEAD PARISH COUNCIL



- a. **County Deal for Norfolk (closes 20th March 2023)**
- b. **Consultation on Coastal Adaptation Supplementary Planning Document (closes 8th March 2023)**

It was AGREED no PC comments to be submitted to either consultation; however individual comments can be made.

- 13 **To receive correspondence and agree action/response (if any):** All noted.
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 21st March 2023
Donations Policy
- 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:**
This resolution was AGREED. Three members of the public left the meeting at 21.00.
 - a. Contract for Surveyors Allotment

Meeting closed: 21.17