

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 **Annual Parish Council Meeting** to be held on **Tuesday 16th May 2023 at 7.00pm** for the purpose of transacting the following business.

AGENDA FOR PARISH COUNCIL MEETING

- 1 **Election of Chair**
- 2 **Election of Vice Chair**
- 3 **To consider approval of apologies, if applicable.**
- 4 **To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant**
- 5 **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).
- 6 **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.
- 7 **To approve the minutes of the meeting held on Tuesday 25th April 2023.**
- 8 **To reconfirm eligibility and to consider re-adopting the General Power of Competence**
- 9 **District / County Councillor report**
- 10 **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
- 11 **Working Groups**
 - a. To consider and agree Working Groups and members; and Community Representatives
- 12 **Highways**
 - a. To consider a Community Speedwatch Group
- 13 **Leisure and Recreation**
 - a. To receive update on, and consider any actions, re: playing field hedge
 - b. To consider playing area repairs
- 14 **Planning:**
 - a. To consider the following planning application
PF/23/0971 - Lyngate House, Honing Road, Lyngate, Worstead, North Walsham, Norfolk, NR28 9RG - Demolition of side extension to dwelling and erection new side extension with rooms in roof; erection of three bay detached garage with domestic store in roof space

WORSTEAD PARISH COUNCIL



- b. To consider the following Lawful Development Certificate (LDC):
CL/23/0925 - Field Known As Chapmeek Meadow , Orpley Lane, Meeting Hill, North Walsham, Worstead, NR28 9LS - Certificate of Lawful Development for the use of existing field as outdoor exercise area for dogs

15 Finances and Administration:

- a. To approve Statement of Account and Bank Reconciliation
- b. To note receipts received: NNDC - 1st Instalment of Precept 23/24 £4,477.00
- c. To agree the following payments:
- | | |
|--|----------|
| Norfolk Association of Local Councils (Annual subscription) | £ 316.42 |
| Catherine Moore (Internal Audit 2022/23) | £ 60.00 |
| Salhouse Parish Council (Kings Coronation sign) | £ 4.99 |
| Community Heartbeat Trust (replacement bulb for cabinet (inc. VAT £1.60) | £ 15.54 |
- d. To receive Internal Auditors report
- e. To approve the Annual Governance Statement in the 2022-23 Annual Return
- f. To approve the Statement of Accounts in the 2022-23 Annual Return
- g. To receive update on bank account

16 To receive correspondence and agree action/response (if any):

General Correspondence
NALC newsletters
Parish Presentation - NCC EV Proposals (23rd May 2023)
The Woodyard | Worstead Park | Public Consultation | Tuesday 23rd May 6.30pm

17 Items for next agenda: Tuesday 27th June 2023 – Parish Council Meeting

18 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
- To receive update
 - To consider and agree legal support

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 11th May 2023