



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 20th June 2023 at 7.00pm** for the purpose of transacting the following business.

AGENDA FOR PARISH COUNCIL MEETING

- 1 To consider approval of apologies, if applicable.**
- 2 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).
- 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 16th May 2023.**
- 5 District / County Councillor report**
- 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 Highways**
 - a. To update and agree any actions on a Community Speedwatch Group
 - b. To discuss Electric Vehicle charging points and agree any actions
- 8 Leisure and Recreation**
 - a. To consider and agree playing field hedge survey contractor
 - b. To receive RoSPA annual play area inspection report and agree any actions
 - c. To update and agree any actions on Churchyard conservation
 - d. To discuss and agree any actions on a Community Information event
- 9 Planning:**
 - a. To consider comments to the following planning applications:
PF/23/1167 - 2 St Andrews Close, Worstead, North Walsham, Norfolk, NR28 9SG - Single storey rear and side extension
 - b. To consider any further comments to:
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
PF/21/3476 - The Stable Block, Worstead Park, Worstead, NR28 9RT - Demolition of agricultural building attached to the rear elevation of the Stable Block; conversion and refurbishment of the Stable Block to restaurant and bar at ground floor with guest 6 bedrooms at first floor; construction of single storey extension for a kitchen facility at rear; refurbishment of derelict sheds and renovation of greenhouse; general landscape works and additional car parking



10 Finances and Administration:

- a. To approve Statement of Account and Bank Reconciliation
- b. To agree the following payments:

Sarah Martin (salary & expenses Apr/Jun 2023) (inc. VAT £3.67)	£1,017.91
Wicksteed Leisure Ltd (cap for roundabout) (inc. VAT £4.00)	£ 23.99
BHIB Ltd. (Insurance renewal 1/6/23 to 31/05/23 – 2 nd year of deal)	£ 532.32
- c. To note payment of playing field hire 2023/24 (£1.00) paid & claimed via Clerks expenses
- d. To consider appointment of Internal Auditor for 2023/24
- e. To receive update on bank account
- f. To discuss and agree next issue Woven newsletter

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

General Correspondence

NALC newsletters

Webinar - '20 minute Towns in Rural Areas' – Thursday 29th June 2023 – 10-12

Highway Inspection Parish Visit – from 10th July 2023

June News from Duncan Baker MP

Vattenfall's upcoming Community Benefit Fund

Changes to the Mobile Library Service

Your Community Action Norfolk update

Submission of North Norfolk Local Plan for Independent Examination

12 Items for next agenda: Tuesday 25th July 2023 – Parish Council Meeting

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:

- a. Contract for Surveyors Allotment
 - i. To receive update, and agree any actions
 - ii. To consider and agree legal support

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 15th June 2023