



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 25<sup>th</sup> July 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 hear from MP Duncan Baker and raise any local issues**
- 4 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.
- 5 To approve the minutes of the meeting held on Tuesday 20<sup>th</sup> June 2023.**
- 6 District / County Councillor report**
- 7 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
- 8 Highways**
  - a. To update on a Community Speedwatch Group
  - b. To update on Electric Vehicle charging points and agree any actions
  - c. To consider bids for Parish Partnership Scheme 24/25
- 9 Leisure and Recreation**
  - a. To receive playing field hedge survey and agree any actions
  - b. To receive tree survey and consider any actions
  - c. To receive RoSPA annual play area inspection report and agree any actions
  - d. To update and agree any actions on Churchyard conservation
  - e. To update and agree any actions on a Community Information event
- 10 Working Groups:**
  - a. To consider setting up a Conservation working group
- 11 Planning:**
  - a. To consider comments to the following planning applications:  
**PF/23/1362** - Marine & Industrial Llp, Station Road, Worstead, North Walsham, Norfolk, NR28 9RZ - Extension to warehouse to create paint mixing room  
**PF/23/1416** - The Old Mill, Meeting Hill, Worstead, North Walsham, Norfolk, NR28 9LT - Insertion of two rooflights into Studio building

# WORSTEAD PARISH COUNCIL



- b. To consider any feedback to The Woodyard pre-submission of planning application for reinstatement of the North Drive in Worstead Park

## 12 Finances and Administration:

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

Sarah Martin Expenses (printer ink/visi-vests) (inc. VAT £11.87)	£ 71.18
Norfolk Association of Local Councils (full Council training) (inc. VAT £18.00)	£108.00
Ravenscroft Tree Services Limited (play area tree survey) (inc. VAT £59.00)	£354.00
Hewitt's Trophies & Engraving (Ida Watts award)	£TBC
Hangman Ltd. (play area maintenance equipment) (inc. VAT £23.00)	£138.00
Playsafety Limited (annual playarea inspection) (inc. VAT £19.90)	£119.40
BBT Construction Ltd (zipline maintenance)	£TBC
- c. To note remittance of £3500 for Worstead Recycling Centre rent
- d. To note direct debit for ICO (Data Protection fee) £35.00
- e. To consider subscription to Parish Online (£67.20)

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

General Correspondence  
NALC newsletters  
Norwich Western Link Project Update  
Vattenfall Norfolk Update

## 14 Items for next agenda: Tuesday 26<sup>th</sup> September 2023 – Parish Council Meeting

## 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
  - 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: 20<sup>th</sup> July 2023