



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 25th July 2023 at 7.00pm.

Present: J. Bacon (Chair), R. Barrett, M. Annison, A. Abel, K. O'Hara and J. Gubbins.

Clerk: Mrs. Sarah Martin

Members of the public: 2 plus District/County Cllr. S Penfold and MP Duncan Baker.

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 To consider approval of apologies, if applicable.

Apologies were received and approved from A. Bond, S. Cole and M. Smith (all personal).

2 Open forum for Public Participation: an opportunity to hear from members of the public

A member of the public spoke regarding concerns over land ownership issues at the Old Mill in Briggate.

Cllrs. Bacon, Barrett and DC Penfold to meet with the parishioner to understand more the concerns and will agenda for the next meeting.

One member of the public left the meeting at 19.10.

3 To hear from MP Duncan Baker and raise any local issues

Mr Baker gave a brief introduction and commented that speeding is the primary issue in many Parishes. It was asked if Worstead has a Traffic Management Order' on its 20mph roads in the Parish - Clerk to enquire with Highways.

Advice from the Police & Crime Commissioner is for Parishes to set up a Speedwatch group. It was raised the 'out-of-service' speed gun in the surrounding area – Mr Baker to investigate.

Cllr. Barrett raised the poor Broadband signal in Withergate. Mr Baker suggested all residents to formally write to him – he will then investigate this with County/City Broadband.

Cllr. Bacon raised the trains which travel through the Parish but only stop every other time, and asked if Mr Baker could support these stopping more frequently. The number of bicycles permitted per train was also raised.

District/County Councillor Penfold raised the concerns over local dental surgeries closing. Mr Baker gave a brief update on the local situation and hopes contract negotiations will be resolved soon.

One member of the public and Mr Baker left the meeting at 20.07.

4 To receive any declarations of interest in items on the agenda and any requests for dispensation: None.

5 To approve the minutes of the meeting held on Tuesday 20th June 2023.

The minutes were proposed as a correct record without amendment by Cllr. R. Barrett and seconded by Cllr. J Gubbins - all Cllrs. present AGREED. They were duly signed by the Chair.

6 District / County Councillor report

District/County Councillor Saul Penfold reported on the full Council meeting held at County, and specifically the 'local voice on road schemes' which would delegate influence down locally, however this was not passed.

Cllr. Penfold gave support to the Parish Speedwatch initiative.

District Council spoke about the Districts draft corporate plan which covers the next 4 years and has 5 main strategies.

Cllr. Penfold left the meeting at 20.21.

WORSTEAD PARISH COUNCIL



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**

All reports were noted.

8 Highways

a. **To update on a Community Speedwatch Group**

A number of volunteers have been confirmed, however more would be required for the scheme to go ahead. To advertise in Woven newsletter.

b. **To update on Electric Vehicle charging points and agree any actions**

Cllr. Bacon spoke with the village hall committee, who are broadly supportive, however would need to investigate a site survey. ACTION: Cllr. Bacon.

c. **To consider bids for Parish Partnership Scheme 24/25**

Councillors to bring suggestions to the September meeting for discussion/consideration before further investigation with the Highways Engineer.

9 Leisure and Recreation

a. **To receive playing field hedge survey and agree any actions**

A survey had been carried out and circulated. No immediate areas of concern, however it was suggested a 3 metre wide 'no cut zone' be left in front of the conifer hedge. Other trees around the field to be monitored.

b. **To receive tree survey and consider any actions** – as item 9a above.

c. **To receive RoSPA annual play area inspection report and agree any actions**

Inspection carried out and report circulated. No areas for immediate action. Cllr. Barrett has produced an action plan of areas to monitor.

d. **To update and agree any actions on Churchyard conservation**

Cllr. Gubbins gave an update on a meeting held with the Church and conservation volunteer. It was suggested a path be cut through the area for people to enjoy the wildflowers.

ACTION: Clerk to seek a quote for a one off cut.

Membership of Norfolk Wildlife Trust Churchyard Conservation Scheme to also be investigated.

e. **To update and agree any actions on a Community Information event**

It was discussed and AGREED to postpone until the Spring.

10 Working Groups:

a. **To consider setting up a Conservation working group**

It was discussed a Conservation Initiative for the Parish. An article to go into the Woven newsletter to seek interest in setting up a village 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

Comment: No Objection. To seek reassurance of no odours/fumes to neighbouring properties, and hazardous waste disposal.

PF/23/1416 - The Old Mill, Meeting Hill, Worstead, North Walsham, Norfolk, NR28 9LT - Insertion of two rooflights into Studio building

Comment: No Objection.

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

It was voted by a show of hands 5 to 1 not to submit any further comments.

Individual personal comments can be submitted.

WORSTEAD PARISH COUNCIL



12 Finances and Administration:

a. To approve Statement of Account and Bank Reconciliation

These were AGREED by all.

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)	£ 21.99
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)	£1435.00

Payments were AGREED by all.

The Chair added one further invoice which had been received:

Fenland Leisure Products Ltd (play area repairs) (inc. VAT £23.48)	£ 140.88
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This was AGREED by all.

c. To note remittance of £3500 for Worstead Recycling Centre rent

Noted.

d. To note direct debit for ICO (Data Protection fee) £35.00

Noted.

e. To consider subscription to Parish Online (£67.20)

One year subscription was free via the PC insurance, however an invoice received for the second year. It was AGREED should the subscription have been free of charge to retain it, however as an annual fee to cancel.

13 To receive correspondence and agree action/response (if any): All noted.

General Correspondence

NALC newsletters

Norwich Western Link Project Update

Vattenfall Norfolk Update

14 Items for next agenda: Tuesday 26th September 2023 – Parish Council Meeting

Parish Partnership Scheme bid

Conservation group

Land at Briggate

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; all members of the public had already left the meeting.

a. Contract for Surveyors Allotment

i. To receive update, and agree any actions

Cllr. Gubbins gave a brief update. To write letter to District Councillor Penfold and follow up NCC.

ii. To consider and agree legal support

Awaiting to hear from NCC representative as to if they will pay/contribute to the legal fees.

Meeting closed: 21:38