



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 17th October 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 consider election of Vice Chair**
- 5 To approve the minutes of the meeting held on Tuesday 26th September 2023.**
- 6 District / County Councillor report**
- 7 Highways**
 - a. To receive Highways & Infrastructure report (inc. SAM2 data)
 - b. To receive update on public meeting held by Duncan Baker on Speeding in parishes
 - c. To update on a Community Speedwatch Group
 - d. To update on Electric Vehicle charging points and agree any actions
 - e. To update and agree any actions for bids for Parish Partnership Scheme 24/25
- 8 Leisure and Recreation:**
 - a. To receive Leisure & Recreation report (inc. play area inspections)
 - b. To consider refurbishment of the two seats on the green outside the school
- 9 Conservation:**
 - a. To receive an update and agree any actions on Churchyard conservation
- 10 Planning:**
 - a. To receive planning report (including notified updates & decisions)
 - b. To consider comments to the following planning applications:
- 11 Finances and Administration:**
 - a. To approve Statement of Account and Bank Reconciliation
 - b. To agree payments
 - c. To consider donation to Royal British Legion poppy appeal
 - d. To update on festival grant application
 - e. To note Internal Audit Letter of Engagement signed and returned
 - f. To discuss and agree any items/projects for inclusion in budget for 24/25

WORSTEAD PARISH COUNCIL



12 Consultations:

To consider a response to the following:

Consultation for the federation of Worstead and The Belfry, Overstrand CE VA Primary Schools
(closes Friday 3rd November 2023, 3pm)

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

- General Correspondence
- NALC newsletters
- The Broads Authority has adopted the Coastal Adaptation Supplementary Planning Document.
- NNDC Town & Parish Council Engagement Forum - Wednesday 8th November – 10am
- Piazza Wheel trading in village square

14 Items for next agenda: Tuesday 28th November 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

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 12th October 2023