

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 23rd January 2024 at 7.00pm.

Present: J. Bacon (Chair), S. Cole, A. Bond, A. Abel, J. Gubbins, M. Smith and K. O'Hara.

Clerk: Mrs. Sarah Martin

Members of the public: 1

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 Cllr. Annison (personal).

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

David Adams briefly introduced himself to the Council.

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

4 To approve the minutes of the meeting held on Tuesday 28th November 2023.

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

5 To consider co-option

Councillors voted unanimously to co-opt David Adams as a Parish Councillor for Worstead. The declaration of office was signed, and David Adams joined the meeting.

6 District / County Councillor report

District/County Cllr. Saul Penfold sent apologies to the meeting – no report was received.

7 Highways

a. To receive Highways & Infrastructure report (inc. SAM2 data)

Report shared prior to the meeting. It was noted the SAM2 data recorded high counts of 10mph, however past experience of this indicates this is caused by heavy rainfall. The second SAM2 device to be sent to Westcotec for investigation as not working.

Article to go into Woven to seek further volunteers for a community Speedwatch group.

b. Update on Parish Partnership bid Honing Road trod path.

A bid had been submitted to improve and continue the path along Honing Road, however this scheme was deemed outside the remit of the Parish Partnership as too costly and a 'Capital' project, and removal of large oak tree, therefore it was advised by Highways that the bid would not be successful, however the bid was amended for a 'permissive path' inside the hedge line, which would be supported by Highways, and in line with the PP scheme. This, however, needs the approval of the landowner. To write formally to the Trustees of the Estate to request their support for this project.

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

Awaiting a date for a site survey.

d. To consider parishioner request regarding Briggate hamlet sign

Following further update on this proposal, the PC would support this project - subject to full support and funding by the parishioners of Briggate.

8 Leisure and Recreation:

a. To receive Leisure & Recreation report (inc. play area inspections)

Cllr. Cole gave a brief report. Regular inspections carried out. No issues identified except small amounts of littering.

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b. To agree village litter pick date

It was AGREED to advertise a date for the weekend of 23rd and 24th March 2024. Clerk to arrange equipment with NNDC.

9 Conservation:

a. To receive an update and agree any actions on Churchyard conservation

Signage has been requested from NWT. Awaiting agreeance of when to cut the area and confirm with NENCV to schedule in and seek quotes from local contractors. A skip has been offered to take the cuttings off site.

10 Planning:

a. To receive planning report (including notified updates & decisions)

Report noted.

b. To ratify planning comments for applications received between meetings:

- **PF/23/2570** - Swan Cottage, Tucks Road, Bengate, Worstead, North Walsham, Norfolk, NR28 9LU - Change of use of annexe to holiday let (retrospective)

PC Comment: No Objection

- **TW/23/2671** - Centre Of Pond 25M From The Old Workshop, Sloley Road 63M From Unnamed Road , Sloley Road, Sloley, Norfolk, NR12 8HA - To remove sections of hedgerow to enable construction plant and machinery to access the adjacent fields to facilitate works to install 2.2km of new water mains.

PC Comment: No Objection. Comment - ensure the removal of hedgerows is outside the bird nesting season and the reinstatement of the hedgerows is completed as stated.

- **PF/23/2631** - Grange Farm House, Yarmouth Road, Worstead, North Walsham, Norfolk, NR28 9LX - Change of use of land for the siting of a glamping pod with access to Sandy Lane

PC Comment: No Objection for one glamping pod, however concerns for increased vehicular movements and Highways visibility onto Old Yarmouth Road from Sandy Lane should there be any further applications for more glamping pods at this site.

- **FUL/2023/0050** - Boundary Pit, Off Sandy Hills, Old Yarmouth Road, North Walsham, Norfolk NR28 9NA: Enclosure and extension to existing recycling building for internal loading of articulated vehicles with dry recyclable waste. : Carl Bird Ltd

PC Comment: No Objection

All comments ratified.

c. To consider comments to planning applications received after the agenda published

PF/24/0001 - Worstead - Nelson House, Honing Road, Lyngate - Change of use of attached residential annexe to holiday let use (retrospective)

PC comment: No Objection or Comment.

11 Finances and Administration:

a. To approve Statement of Account and Bank Reconciliation

AGREED by all.

b. To agree payments:

Garden Guardian - maintenance 2023. (inc. VAT £378.80)	£2,272.80
Century Printing – Village trail leaflets	£ 269.00*

**to note Festival grant successful for £239.00 of this invoice.*

Norfolk Association of Local Councils – trainer travel costs	£ 35.55
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All payments AGREED.

c. To consider and agree a donation for Cemetery maintenance 2024

It was AGREED to donate £1000 from 2024/25 finances.

d. To consider donation to NENCV for pond works (6th December 2023)

It was AGREED to donate £50.

12 Budget:

a. To agree budget for 2024/25

The budget presented was AGREED. Reserves to be reviewed after year end.



b. To agree reserves policy

The General Reserve Policy was AGREED to hold approximately 9 months of Precept.

c. To set Precept amount for 2024/25

It was AGREED by a show of hands to request a Precept of £9400. This is an increase of £1.08 per Band D to £29.07, approx. 5%.

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

- General Correspondence
- NALC newsletters
- Vattenfall Construction Drop-In Information Event
- CPRE Help us reduce Norfolk's light pollution
- North Walsham High School banner display request – *to suggest contacting Worstead Primary School.*
- Worstead Estates – temporary camping – *suggest Rainbow Nursery, Albert Bartlett and other businesses along Station Road are informed, however no objections from the PC raised.*

14 Items for next agenda: Tuesday 27th February 2024 – 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:

This resolution was AGREED – however, no members of the public present.

a. Contract for Surveyors Allotment

i. To receive update, and agree any actions

Cllr. Gubbins gave an update on recent communications. The wording of the lease still to be finalised regarding liabilities, along with two outstanding questions awaiting response on backdated payment and legal costs.

Meeting closed: 20:30