

WORSTEAD PARISH COUNCIL



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 26th March 2024 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 27th February 2024.**
- 5 District / County Councillor report**
- 6 Highways**
 - a. To receive Highways & Infrastructure report (inc. SAM2 data)
 - b. Parish Partnership bid 2024/24 (Honing Road trod path)
 - i. To receive update on bid
 - ii. To agree to proceed with project and pay funds to NCC
 - c. To receive update on Plug in EV system at village hall
 - d. Dog bins
 - i. To receive update
 - ii. To agree installation and purchase of additional bin/post
 - e. To discuss and agree any actions regarding crossing point on A149 Briggate / Worstead crossroads
- 7 Leisure and Recreation:**
 - a. To receive Leisure & Recreation report (inc. play area inspections)
- 8 Conservation:**
 - a. To receive an update on Churchyard conservation
 - b. To discuss correspondence regarding village pond at school
- 9 Planning:**
 - a. To receive planning report (including notified updates & decisions)
 - b. To consider comments to planning applications received after the agenda published
- 10 Finances and Administration:**
 - a. To approve Statement of Account and Bank Reconciliation
 - b. To agree payments:

Sarah Martin (salary & expenses Jan-Mar 24)	£1048.45
HMRC (PAYE Jan-Mar 24)	£ 12.80
Barnwell Print Ltd. (Woven newsletters)	£ 180.00
QE Hall – room hire 2023/2024	£ 250.00
 - c. To consider and agree subscription to Norfolk ALC or NPTS for 2024/25
 - d. To consider joining parish cluster

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- e. Policies for review:
 - i. Data Protection Policy
 - ii. Privacy Statement
 - iii. Information Audit
 - iv. Retention of Documents Policy

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

- General Correspondence
- NALC newsletters
- NNDC bin collection day change
- CPRE invitation to Flood Management Conference
- Norwich Western Link Project Update
- NCC bus information
- NNDC Bin Collection Day Changes in North Norfolk
- Rural business awards

12 Items for next agenda: Tuesday 23rd April 2024 – 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
- b. Personnel Matters

Sarah Martin

Clerk on behalf of Worstead Parish Council

Dated: 21st March 2024