

WORSTEAD PARISH COUNCIL



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall on Tuesday 17th October 2023 at 7.00pm.

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

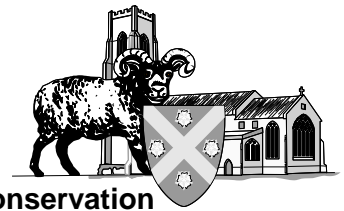
Clerk: Mrs. Sarah Martin

Members of the public: None.

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 M. Annison (personal).
- 2 Open forum for Public Participation: an opportunity to hear from members of the public**
None.
- 3 To receive any declarations of interest in items on the agenda and any requests for dispensation:**
None.
- 4 To consider election of Vice Chair**
Simon Cole was nominated as Vice Chair – this was proposed by Cllr. Bond; seconded by Cllr. O'Hara and AGREED by all. Cllr. Cole accepted this role.
- 5 To approve the minutes of the meeting held on Tuesday 26th September 2023.**
The minutes were proposed as a correct record without amendment by Cllr. A. Bond and seconded by Cllr. A. Abel - all Cllrs. present AGREED. They were duly signed by the Chair.
- 6 District / County Councillor report**
District/County Councillor Saul Penfold sent apologies to the meeting, therefore no report this month.
- 7 Highways**
 - a. To receive Highways & Infrastructure report (inc. SAM2 data)**
No SAM2 data this month due to problems with device – to be investigated with manufacturer.
 - b. To receive update on public meeting held by Duncan Baker on Speeding in parishes**
Cllr. Bacon gave a brief update on the meeting attended.
 - c. To update on a Community Speedwatch Group**
A report had been circulated prior to the meeting and brief verbal report given. It was discussed writing to MP to lobby for SAM2 devices with cameras to be approved for use within Norfolk. To advertise in next issue of Woven for more volunteers for a Community Speedwatch group.
 - d. To update on Electric Vehicle charging points and agree any actions**
Cllr Bacon, in conjunction with village hall trustees, to prepare a survey request.
 - e. To update and agree any actions for bids for Parish Partnership Scheme 24/25**
Cllr. Bacon to attend a meeting at beginning of November with Highways to discuss further actions on '2nd phase of trod path' along Honing Road. Clerk to contact landowner to investigate a possible permissive path inside field edge.
- 8 Leisure and Recreation:**
 - a. To receive Leisure & Recreation report (inc. play area inspections)**
Report noted - routine inspections of play area being carried out.
 - b. To consider refurbishment of the two seats on the green outside the school**
Minor repairs have been carried out.

WORSTEAD PARISH COUNCIL



9 Conservation:

- a. **To receive an update and agree any actions on Churchyard conservation**
Report circulated – to be shared with Church.

10 Planning:

- a. **To receive planning report (including notified updates & decisions)**
Report noted.
- b. **To consider comments to the following planning applications:**
None.

11 Finances and Administration:

- a. **To approve Statement of Account and Bank Reconciliation**
These were AGREED by all.
- b. **To agree payments**
No payments this month.
- c. **To consider donation to Royal British Legion poppy appeal**
It was AGREED to donate £50.
- d. **To update on festival grant application**
Application for history leaflets submitted – should hear if successful mid-October.
- e. **To note Internal Audit Letter of Engagement signed and returned**
Noted.
- f. **To discuss and agree any items/projects for inclusion in budget for 24/25**
It was discussed including a budget for future play equipment; .gov.uk email addresses; tree maintenance budget; and legal costs.

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)

Request sent to ask for minutes of the public consultation and questions raised, however no response received yet.

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

- 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 – *PC to respond that NNDC is contacted directly.*

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:**

This resolution was AGREED; however there were no members of the public at the meeting.

a. **Contract for Surveyors Allotment**

i. **To receive update, and agree any actions**

Cllr. Gubbins gave an update on three issues (backdated payment; liabilities on site and legal costs) which are still outstanding with Norfolk County Council.

Meeting closed 20:18