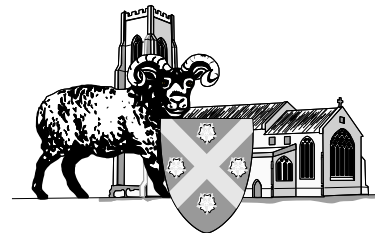


# WORSTEAD PARISH COUNCIL



To the members of the Council.

You are summoned to the MONTHLY MEETING of Worstead Parish Council to be held in the Queen Elizabeth Hall's Club Room on **TUESDAY 26<sup>th</sup> APRIL 2016 at 7.30pm** for the purpose of transacting the following business. If you are unable to attend, please ring the Clerk on (01692) 535775.

## AGENDA FOR MONTHLY MEETING

1: Public participation with PCSO Reynolds and Handyman.

16.019 A: To consider acceptance of apologies, if applicable.

B: To resolve whether to approve the minutes of the Monthly Meeting held on 22.03.2016.

C: To make declarations of interest on items on the agenda, if applicable.

D: To consider actions to fill vacancy on Parish Council.

16.020: Matters arising from these minutes (for information only).

16.021: **FINANCES:**

A: To consider approval of Statement of Account M10 (via email)

B: To consider the following invoices and resolve whether to make payments for

1: Queen Elizabeth Hall (hall hire 2015/2016 11 meetings) £105.60

2: NNDC Licensing Act 2003 – Premises Licence £ 70.00

3: Norfolk Association of Local Councils Annual Subscription 2016/2017 £180.44

4: Norfolk Playing Field Association Subscription 2016/2017 £ 20.00

5: Norfolk Parish Training & Support – Set up to CilCA 2015 - Request for Clerk £ 40.00

C: To consider and resolve whether to transfer £500.00 from the Business Rate tracker to the Community Account to avoid overdraft charges.

D: To consider and resolve to appoint an Internal Auditor for Year Ending 2015 / 2016:

Pauline James, Acl: £ 26.00 p.h. + travel expenses (45p per mile)

E: Donation request EACH

F: To set date for Clerks Appraisal

G: Review of Internal Controls

### Financial Correspondence:

HMRC – Budget Information

16.022: **SUBCOMMITTEES:**

**Planning:** (Cllrs. Harris, Barrett, and Millar)

A1: **TO CONSIDER AND RESOLVE WHICH RECOMMENDATIONS TO SUBMIT FOR THE FOLLOWING PLANNING APPLICATIONS, if any.**

1. PF/16/0300 – Land at Bunn's Hill, North Walsham – Variation of conditions 2, 5, 6, 13, 14 and 15 of planning permission ref; PF/15/0936 (ground mounted solar voltaic panels and associated works) relating to details of CCTV, panel positions, boundary fencing, drainage, ecological management and landscaping, structures (including colour finish) and lighting.

2. PF/16/0344 – Willowdale, Withergate Road, Worstead, North Walsham, NR28 9SF – Erection of front extension

3. C/1/2016/1007 – Highway verge/filed access, Withergate Lane, Worstead, Norfolk, NR28 9SE - Construction of a sewage pumping station and upgrade to existing access: Anglian Water – A. Richardson

Worstead Parish Council, Sarah Martin, Spinners Cottage, 18A Honing Row, Worstead, NR28 9RH

Email: [clerk.worsteadpc@gmail.com](mailto:clerk.worsteadpc@gmail.com) Tel: (01692) 535775

Website: [www.worsteadpc.norfolkparishes.gov.uk](http://www.worsteadpc.norfolkparishes.gov.uk)

# WORSTEAD PARISH COUNCIL



16.022: SUBCOMMITTEES: (cont.)

A2: TO CONSIDER AND RESOLVE WHICH RECOMMENDATIONS TO SUBMIT FOR PLANNING APPLICATIONS RECEIVED AFTER ISSUING OF AGENDA, if any.

A3: DECISION NOTICES: from North Norfolk District Council: PERMIT

1: PF/16/0041 – Sunnyside, Dilham Road, Worstead - Erection of single-storey extension to side of dwelling and detached garage

B: **Leisure and Recreation:** (Cllrs. Bond, Cole and Barrett).

1: Progress report on fitness equipment

2: Progress report on 'Footprints on the sands of time': A History of Worstead.

C: **Highways:** (Cllrs. Bond and O'Hara).

1: Set up workgroup to paint 3 adopted telephone kiosks: Station, Briggate & Meeting Hill

2: To discuss setting a date for village litter picking

D: **Queen Elizabeth Hall:** (Cllrs. Smith and Harris).

16.023: Reports, if any, to be raised for consideration and resolved if necessary:

A: Graveyard extension and WWI + II Memorial

B: Worstead Train Station canopy progress report, if any

2. District / County Councillor

16.024: A: Matters for discussion (for information only)

B: Items for next agenda: 24<sup>th</sup> May 2016.

C: Request for items for May newsletter

3: **CORRESPONDENCE:**

K & M Lighting Services

Kings Lynn Festival Booklet

Sent by email: Draft minutes incl. public participation;  
Agenda;  
Statement of Account;  
General emails.

For and on behalf of Worstead Parish Council

*Sarah Martin*

Sarah Martin, Clerk

Dated: 20<sup>th</sup> April 2016.

Worstead Parish Council, Sarah Martin, Spinners Cottage, 18A Honing Row, Worstead, NR28 9RH

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