

WORSTEAD PARISH COUNCIL

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021E (cont.)	FINANCES: (cont.) TO CONSIDER AND RESOLVE DONATION REQUEST FROM EACH: Resolution: To postpone until the May meeting, to review the Parish Council procedures for donations.	
021F	TO SET DATE FOR CLERKS APPRAISAL: Resolution: It was agreed that the Clerks appraisal would be carried out by Cllr's. Cole and Barrett. A date still to be set.	Clerk/SC /RB
021G	REVIEW OF INTERNAL CONTROLS: The controls which were sent to all Cllrs. were agreed. Further forms were sent to the Chair, and these are to be forwarded on to all Cllr's for review and then signed by the Chair. It was resolved that Cllr. Barrett and Handyman should hold valid DBS checks, which both have, and therefore Clerk to check if these are still valid, if not complete the new forms received.	Clerk
021H	REVIEW OF BANK MANDATE SIGNATORIES: Amendment to the Agenda: Agreed by all Cllr's to add to agenda. With Cllr. Henderson resigning it was agreed by all Cllr's to add Cllr. Bond and Millar as signatories to WPC bank accounts. Clerk to obtain the relevant paperwork and complete. Financial Correspondence: HMRC – Budget Information	Clerk
16.022 022A	SUBCOMMITTEES: Planning: (Cllrs. Harris, Barrett and Millar):	
A1	TO CONSIDER AND RESOLVE TO MAKE RECOMMENDATION FOR PLANNING APPLICATIONS:	
1	<u>PF/16/0300 – Land at Bunn's Hill, North Walsham</u> – 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. Resolution: To have no objection or comment	
2	<u>PF/16/0344 – Willowdale, Withergate Road, Worstead, North Walsham, NR28 9SF</u> – Erection of front extension Resolution: To have no objection or comment	
3	<u>C/1/2016/1007 – Highway verge/filed access, Withergate Lane, Worstead, Norfolk, NR28 9SE</u> - Construction of a sewage pumping station and upgrade to existing access: Anglian Water – A. Richardson Resolution: To support this application	
A2	TO CONSIDER AND RESOLVE WHICH RECOMMENDATIONS TO SUBMIT FOR PLANNING APPLICATIONS RECEIVED AFTER ISSUING OF AGENDA, if any: None	
A3	NOTICE DECISION FROM NNDC (PERMIT): PERMIT <u>PF/16/0041 – Sunnyside, Dilham Road, Worstead</u> - Erection of single-storey extension to side of dwelling and detached garage	

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022B B1	<p>SUBCOMMITTEES cont.:</p> <p>Leisure and Recreation: (Cllrs. Bond, Cole and Barrett)</p> <p>Progress report on fitness equipment: As per internal controls, Cllr. Barrett will review the weekly risk assessments for the play equipment and ensure these are carried out correctly, and pass onto Clerk. The fitness equipment has been installed, with just a small fence to be put around as recommended. Wicksteed have been approached to get spare parts to fix the skier. Safety matting has been ordered for the zip wire. Annual review with Rospa has been set for June.</p>	RB
B2	<p>Progress report on 'Footprints on the sands of time': A History of Worstead. Books were on sale at the recent Choir event, but not successful. Jarrolds and Holt Bookshop have taken 5 more books each. Still ongoing is the plans for re-launch at the festival/eBay/Nth Norfolk Historic page & Amazon.</p>	
022C C1	<p>Highways: (Cllrs. Bond and O'Hara).</p> <p>Phone box painting: It was suggest to contact Community Payback for help with this project and to put into the newsletter again for volunteers.</p>	Clerk
	<p>Village Litter Picking: It was suggested that the best time to do this would be February; therefore a date to be put in the calendar for this. However, it was suggested to do a litter pick on May 21st at 10.00am. Clerk to ask school to add to their newsletter and to put up posters.</p>	Clerk
022D D1	<p>Queen Elizabeth Hall: (Cllrs. Harris and Smith). No meeting have been attended, however aware that the Hall hopes to orgainse another painting party.</p>	
16.023	<p><u>PROGRESS REPORTS / CONSIDERATION/RESOLUTION OF ISSUES RAISED FROM THE FOLLOWING:</u></p>	
023A	<p><u>Graveyard extension and WWI + II Memorial:</u> Nothing to report at this time.</p>	
023B	<p><u>Worstead Train Station canopy progress report:</u> Apologies have been sent for the meeting on 28th April. Cllr. Millar has sent a letter to the Bittern Line to raise issues such as unsafe canopy, litter bins and lack of train service. District Cllr. Timewell requested a copy of this letter to look into.</p>	Clerk
16.024A	<p><u>MATTERS FOR DISCUSSION: (for information only):</u> None</p>	
B	<p>ITEMS FOR THE NEXT AGENDA: 24th May 2016: - Sandy Hills - Church - Kiosks</p>	
C	<p>Suggestions for May newsletter to be sent to Clerk</p>	

Meeting finished at 21.33