

WORSTEAD PARISH COUNCIL

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MINUTES OF THE MEETING OF WORSTEAD PARISH COUNCIL HELD ON TUESDAY
24 MAY 2016 AT THE QUEEN ELIZABETH HALL WORSTEAD at 7.30pm.

PRESENT: Cllrs. Cole (Chair), R. Barrett, A. Millar, S. Harris, M. Smith and A. Bond.

APOLOGIES: 1 / NON-ATTENDANCE: 2: 1: Cllrs. O'Hara and McGill, R. King (PCSO), District Cllr. Williams, County Cllr. Timewell.

ALSO PRESENT: 5 Members of the Public

Clerk: Mrs. S. Martin.

		<u>ACTION BY</u>
16.025 025A	<u>TO CONSIDER ACCEPTANCE OF THE APOLOGIES:</u> The Cllrs. apologies were accepted.	
025B	<u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE THE MINUTES OF THE ANNUAL MEETING HELD ON 26 MAY 2015:</u> Cllr. Barrett proposed to accept the minutes as a true record, Cllr. Bond seconded and all Cllrs. present agreed. Resolution: To accept the minutes as a true record; they were duly signed by Chairman Cole.	
	<u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE THE MINUTES OF THE MONTHLY MEETING HELD ON 26 APRIL 2016:</u> Cllr. Barrett proposed to accept the minutes as a true record, Cllr. Harris seconded and all Cllrs. present agreed. Resolution: To accept the minutes as a true record; they were duly signed by Chairman Cole.	Clerk
025C	<u>TO MAKE DECLARATION OF INTEREST ON ITEMS ON THE AGENDA, if any:</u> Cllr. Harris declared an interest on planning application PF/16/0447, item 16028A2.	
16.026	<u>MATTERS ARISING</u> from the minutes of the previous meeting: (for information only): None	
16.027	FINANCES:	
027A	<u>TO CONSIDER APPROVAL OF STATEMENT OF ACCOUNT:</u> Cllr. Barrett proposed to accept these as a true record, seconded by Cllr. Bond. Resolution: The Statement of Account was accepted as a true record.	
027B	<u>TO CONSIDER AND RESOLVE WHETHER TO MAKE PAYMENT TO:</u> S. Cole - re-imburse of Langdean Rubber Nigel invoice re: safety matting £ 59.70 (inc.VAT £9.95) P. James – Internal Audit £120.20 Addition to agenda – accepted: NNDC Emptying of Dog Bins £580.32 (inc. VAT £96.72) Resolution: all invoices were accepted for payment	
027C	To consider and resolve renewal insurance AON £400.64 (£381.57p.yr for 3 yr deal), ZURICH £473.02 (£440.28p.yr for 3yr deal) Resolution: It was agreed to accept the 3 year deal with AON. Clerk to investigate monthly or half yearly payments.	Clerk

<p>16.027 (cont.) 027D</p> <p>027E</p> <p>027F</p>	<p>FINANCES (cont.):</p> <p>To consider and resolve whether to approve End of Year accounts Resolution: It was agreed to approve the End of Year Accounts 2015/2016. Statements in the Governance Statement with answered with yes.</p> <p>To transfer £3500.00 to Business rate tracker account Resolution: Amendment to the amount of transfer accepted due to additional invoice being received after agenda published. Transfer authorised and signed.</p> <p>Financial Correspondence: NNDC 1st Inst Precept/Grant (£4324.00 inc. grant £290.00) Confirmation renewal Norfolk Playing Fields Association Receipt from Citizens Advice for donation</p>	
<p>16.028 028A</p> <p>A1</p> <p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>A2</p>	<p>SUBCOMMITTEES: Planning: (Cllrs. Harris, Barrett and Millar):</p> <p>TO CONSIDER AND RESOLVE TO MAKE RECOMMENDATION FOR PLANNING APPLICATIONS:</p> <p><u>PF/16/0420 – Longacre, Station Road, Worstead, North Walsham, NR28 9RX</u> – Erection of first floor front, and single-story rear and side extensions Resolution: To have no objection or comment</p> <p><u>PF/16/0447 – 1 The Cottage, Meeting Hill Road, Meeting Hill, Worstead, North Walsham, NR28 9LR</u> – Erection of two-storey and first floor extension to rear of dwelling Resolution: To object to this application, on the grounds of having a high visual impact in An area of conservation, and visual impact to and overlooking of neighbouring properties affecting privacy.</p> <p><u>PF/16/0584 – Pear Tree Bungalow, Station Road, Briggate, Worstead, North Walsham, NR28 9RD</u> – Erection of single storey extension to rear of dwelling/ Resolution: To have no objection or comment</p> <p><u>C/1/2016/1008 - Boundary Pit, Off Sandy Hill lane, Old Yarmouth Road, North Walsham, Norfolk, NR29 9NA</u> - Extension of waste recycling site and increase in annual throughput from 75,000 to 90,000 tonnes, to include additional area for inert storage , building extension, picking line, perimeter bunding, retention of parking area, off site highway improvements and consolidation of planning permissions</p> <p><i>Standing orders were suspended to allow applicant to speak.</i></p> <p>Resolution: To have no objection to the application, subject to reassurance of all conditions being met as set out in the application.</p> <p>TO CONSIDER AND RESOLVE WHICH RECOMMENDATIONS TO SUBMIT FOR PLANNING APPLICATIONS RECEIVED AFTER ISSUING OF AGENDA, if any: <u>PF/16/0603/Erection of single-storey extension to side of dwelling and detached garage (Revised scheme 16/0041 refers)</u> – Sunnyside, Dilham Road, Worstead, North Walsham, NR28 9RJ Resolution: To have no objection or comment</p>	

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(cont.)	Planning: (Cllrs. Harris, Barrett and Millar): cont.:	
A3	<p>NOTICE DECISION FROM NNDC (PERMIT): PERMIT <u>PF/16/0201 - 9 North View, Honing Road, Lyngate</u> - Erection of single storey extension to rear of Dwelling <u>PF/16/0344 – Willowdale, Withergate Road, Worstead</u> - Erection of front extension <u>PF/16/0269 – Land at Frogs Loke, North Walsham</u> – Proposal: Variation of condition 2 to agree revised layout plans and details, condition 5 to agree revised CCTV equipment details, condition 6 to agree external colour of buildings and condition 13 to permit revised lighting to planning permission ref: PF15/0938</p>	
B1	<p>Leisure and Recreation: (Cllrs. Bond, Cole and Barrett) Footpath on field at Honing Row – It was reported that the field had been ploughed and no footpath had been left, but since then further reports state the footpath has been re-instated.</p>	
B2	Churchyard – Reports about the untidy state of the Churchyard, however at the time of the meeting this has been carried out.	
B3	Dog fouling / bins – Request from parishioner to look into having more dog bins within the village to eliminate dog mess not being cleared up. Suggested to state in the next newsletter (August) where the bins are located within the village. Investigate the cost of additional bins and signage.	Clerk
B4	Broken lock on gate at playing field – The lock is completely broken off. This is to be investigated by Cllrs. Cole and Bond.	SC/AB
B5	<p>Progress report on fitness/play equipment: The matting at the zip wire has been replaced and see-saw repaired. The skier has been out of action for a year, parts are being looked into to repair. Awaiting the ROSPA play area inspection to advise on the fence around the fitness equipment. Weekly and quarterly paper inspection reports are now back in place and to be completed by Cllr. Barrett and Handyman.</p>	RB
B6	<p>Progress report on 'Footprints': Meeting to be arranged to discuss details for Worstead Festival</p>	RB
B7	Addition to agenda: "Public Footpath" wooden sign at the end of footpath at playing field is broken. Clerk to investigate with Highways new signage.	Clerk
028C	Highways: (Cllrs. Bond and O'Hara).	
C1	Phone box painting: A meeting has been arranged with Community Payback on Saturday 11 th June @ 9.30am to discuss assistance with painting the phone boxes. Broken glass to be investigated to replace.	Clerk/ SC/AB/ KO
C2	Speeding traffic through village: See public participation. Suggested by PCSO to carry out a community speed watch. Clerk to investigate what is required to do this.	Clerk
C3	Woodview Verges – Grass verges at Woodview are becoming overgrown. Clerk to enquire with Highways when this is scheduled to be cut.	Clerk
C4	Pathway near to school: see Public participation	Clerk
028D	Queen Elizabeth Hall: (Cllrs. Harris and Smith).	
D1	No meeting has been attended, therefore no report at this time.	

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16.029	<u>PROGRESS REPORTS / CONSIDERATION/RESOLUTION OF ISSUES RAISED FROM THE FOLLOWING:</u>	
029A	<u>Graveyard extension and WWI + II Memorial:</u> Cllr. Cole has spoken to the school regarding the school assisting with a survey of the wild flowers at the graveyard. A bench which is to be placed in the graveyard extension will temporarily be placed in the existing graveyard. It has been confirmed that shrubs can be planted within the graveyard, but not trees.	SC
029B	<u>Church Insurance:</u> Clerk to contact Rev. Long or the treasurer to obtain an update on the Church Insurance following the report from the Annual Parish Meeting.	Clerk
029C	<u>Trial Bikes Sandy Hill:</u> This is still ongoing. Clerk to follow up. Reports that trail bikes are now relocated to the opposite side of the bypass. Clerk to inform NNDC and NW council. Report to be sent to NNDC regarding the burning of rubbish at Meeting Hill.	Clerk
029D	<u>Worstead Train Station canopy/Bittern Line progress report:</u> Cllr. Millar has been in contact with the Bittern Line Partnership and representatives have requested to attend the next Parish meeting to discuss what becoming an 'adopter' of the train station entails.	
16.030A	<u>MATTERS FOR DISCUSSION: (for information only):</u> Cllr. Smith had been asked where the PC obtained the litter picking equipment, after a successful village litter pick on 21 st May 2016.	
B	ITEMS FOR THE NEXT AGENDA: 28th June 2016: <ul style="list-style-type: none"> - Sandy Hills - Church - Kiosks - Train Station - Play area Inspection report 	

Meeting finished at 21.12