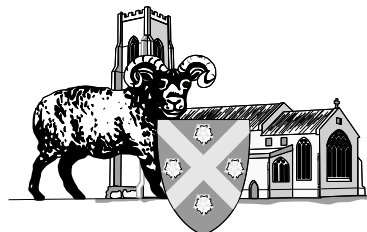


WORSTEAD PARISH COUNCIL



To the members of the Council.

You are summoned the MONTHLY MEETING of Worstead Parish Council to be held in the Queen Elizabeth Hall's Club Room on **TUESDAY 22 NOVEMBER 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: Open forum for Public Participation: an opportunity to hear from members of the public
- 2: To consider acceptance of apologies, if applicable.
- 3: To resolve whether to approve the minutes of the Monthly Meeting held on 25 October 2016.
- 4: To receive any declarations of interest in items on the agenda and any requests for dispensation
- 5: To report progress on items not on the agenda from the last meeting:
- 6: **FINANCES:**
 - 6.1 To consider approval of Statement of Account (via email)
 - 6.2 To consider quotes for maintenance for 2016 /2017 for:
Playing Field Village Green Burial Ground Village sign
 - 6.3 To consider and resolve to set amount for precept (forecast by email).
 - 6.4 To consider the following invoices and resolve whether to make payments for:

L&M Gardening Services (Maintenance of Graveyard)	£900.00
Sarah Martin (Clerk expenses £88.88 and extra hours re: CiLCA £107.09)	£195.97
HMRC (Clerk PAYE)	£ 26.77
SR Print September newsletter (<i>amount to be confirmed</i>)	£158.00
 - 6.5 Financial Correspondence:
AON letter regarding Insurance Act 2015
- 7: **Planning:** (Cllrs. Harris, Barrett and Millar)
 - 7.1 To receive new applications and make comment (refer to list on page 2)
 - 7.2 To receive new applications and make comment to application received after issuing agenda
 - 7.3 To receive Decision Notices of applications: None
- 8: **Leisure and Recreation:** (Cllrs. Bond, Cole and Barrett).
 - 8.1 Progress report on fitness equipment
 - 8.2 New play equipment – in Robin Hazlett plaque
 - 8.3 Progress report on 'Footsteps on the sands of time: A History of Worstead'.
 - 8.4 Gate/s on playing field – lock broken and gate near allotment
 - 8.5 Lyngate Pond
 - 8.6 Fish & Chip van
- 9: **Highways:** (Cllrs. Bond and O'Hara).
 - 9.1 Follow up on workgroup to paint 3 adopted telephone kiosks: Station, Briggate, and Meeting Hill.
 - 9.2 Progress Report on Trod meeting/grant application near school
 - 9.3 Public Footpath – Honing Row field
- 10: **Queen Elizabeth Hall:** (Cllr. McGill).
- 11: **Reports, if any, to be raised for consideration and resolved if necessary:**
 - 11.1 Graveyard extension progress report.
 - 11.2 Train Station/Bittern Line
- 12: District / County Councillor
- 13: Matters for discussion (for information only)
 - 13.1 To consider schedule for 2017 meetings and resolve whether to accept it
- 14: Items for next agenda: **date to be set**

Worstead Parish Council, c/o Sarah Martin, Spinners Cottage, 18A Honing Row, Worstead, NR28 9RH
Email: clerk.worsteadpc@gmail.com (01692) 535775
Website: www.worsteadpc.norfolkparishes.gov.uk

WORSTEAD PARISH COUNCIL

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- 15: Correspondence (for information only):
- 15.1 Clerks & Councils Direct
 - 15.2 Sent by email:
 - Draft minutes incl. public participation
 - Agenda
 - Statement of Account
 - Budget forecast 2017 / 2018;
 - General emails

For and on behalf of Worstead Parish Council

Sarah Martin

Sarah Martin, Clerk

Dated: 16th November 2016

New planning applications for consideration on 22nd November 2016:

Application ref	Applicant details	Description
1. PF/16/1499	The Old Dairy Barn, School Road, Worstead, NR28 9AL	Conversion of barn and extensions to rear to form two dwellings. Demolition of portal frame barn to rear.