

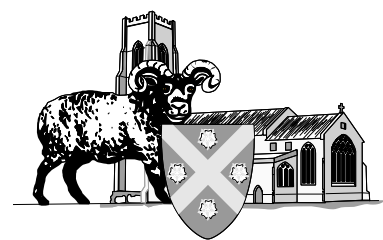
## Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 22<sup>nd</sup> November 2016 at 7.30pm

Present: Simon Cole (Chair), Ron Barrett, Sue Harris, Maire Smith, Polly McGill, Andy Millar, Ady Bond, Kelle O'Hara and Jake Allen.

Also in attendance: County Councillor John Timewell, District Councillor Glyn Williams, and Handyman.

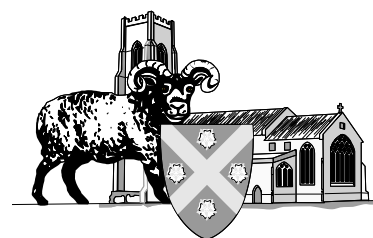
Clerk: Mrs. Sarah Martin.

		<b>ACTION BY:</b>
1:	Public Participation:	
1.1	PCSO Rob King was unable to attend the meeting, but his report was read out: Crimes for the period 25/10/16 to 22/11/16 – 2 crimes in total: 1 – Owner or person in charge allowing a dog to be dangerously out of control 2 – Assault without injury	
1.2	Handyman – reported that the hedges along Honing Road have now been cut back and the speed signs can be seen. Old Yarmouth Road has been having the problems with flooding – this is an ongoing problem, SC to investigate. Holgate Road has 3-4 large potholes – JT will take up with Highways.	SC JT
2:	Apologies of Absence: There were no apologies of absence.	
3:	Approval of the minutes of the meeting held on 25 October 2016: The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Harris. They were duly signed by the Chairman. A copy of the approved minutes will be uploaded to the Parish Council website.	
4:	Members' declarations of interest in items on the agenda: There were no declarations of interest.	
5:	Progress on items not on the agenda from the above meeting: NNDC had contacted to say that to be used as an information kiosk and provided they are run by the PC the phone boxes did not need planning permission.	
6:	<u>FINANCES:</u>	
6.1	Statement of Account – Cllr. Barrett proposed to accept these as a true record, seconded by Cllr. Bond, all present agreed.	
6.2	Maintenance quotes – All 4 quotes were reviewed and it was proposed and agreed by all to remain with L&M Gardening services for the graveyard at a cost of £900, and The Garden Guardian for the Worstead School (£356.00), Burial ground (£680+VAT) and Village sign (£37.00 +VAT). Clerk to send letters to both those successful and unsuccessful. For next year it is to be looked into fixing a 3 year deal for maintenance.	Clerk
6.3	A parishioner has offered and asked for permission to trim either side of the pathway within the graveyard for no cost – resolved to grant permission. Precept – The budget was reviewed and it was agreed to amend 'Projects to £3000, and to increase the precept by 1% to cover the shortfall in the Council Tax Support Grant which has decreased by 11% to £515. Clerk to amend and submit Precept application.	Clerk



<b>6: Cont.</b>		
6.4	The Council resolved to approve the following payments: 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 £158.00 Ron Barrett – re-imburse Michael Virden invoice (Father Anthony gift) £ 57.60	
6.5	The Financial correspondence was available for councillors to read. AON letter regarding Insurance Act 2015	
<b>7:</b>	<u>Planning:</u> (Cllrs. Harris, Barrett and Millar)	
7.1	New applications: <u>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.</u> Resolution: Support the application, conditionally with 2 comments: design could benefit from having a softer frontage, with windows and all other stated conditions are met.	
7.2	Applications received after agenda: None	
7.3	Results of applications considered by Worstead Parish Council: None	
<b>8:</b>	<u>Leisure and Recreation:</u> (Cllrs. Bond, Cole and Barrett).	
8.1	Progress report on fitness equipment: a full quote to repair the skier needs to be obtained and Cllr. Barrett to contact Wicksteed. The 'Springy' however is not worth repairing. It is quoted to be £60/70 for the wood to repair the slide steps – Cllr. Allen to arrange. Cllr. Barrett reported that a new risk assessment sheet is now in operation and completed forms will be passed to the Clerk.	RB JA RB
8.2	No further progress with the new play equipment – to be postponed. Cllr. Barrett to purchase the plaque, wording was agreed.	RB
8.3	Progress report on 'Footsteps on the sands of time: A History of Worstead. – the current bookshop suppliers to be contacted to see if they require further books.	Clerk
8.4	Gate on playing field lock broken and gate near allotment: the gate at the playing field is to be finished being repaired. The post on the gate at the allotment is rotten. Clerk to contact Victory housing.	SC/ Clerk
8.5	Lyngate Pond – A conservation volunteer group in North Walsham has offered help in the new year. Cllr. Millar to arrange a meeting to discuss further.	AM
8.6	Fish & Chip van – this has been moved from the village square to the cow parlour on Honing Road, however can only be temporary as planning permission has been applied for. See County Councillor for further information.	
8.7	Vicar – A gift has been purchased for Father Anthony and engraved. To be arranged when to present.	SC/RB
<b>9:</b>	<u>Highways:</u> (Cllrs. Bond and O'Hara).	
9.1	The phone boxes at Meeting Hill and Briggate have been prepared now and Station due 26 <sup>th</sup> November. This will leave the top coat to be painted – working party to be set up.	SC
9.2	Progress report on pathway near school: Information including costs have been received from Highways. Some questions have been sent back, and when reply received a meeting to be arranged to make decision.	
<b>10:</b>	<u>Queen Elizabeth Hall:</u> (Cllr. McGill). Cllr. McGill has not been invited to any meetings, however one has taken place for which the minutes have been sent to the PC, after agenda published.	

# WORSTEAD PARISH COUNCIL



11:	Reports, if any, to be raised for consideration and resolved if necessary:	
11.1	Graveyard extension progress report – no further progress at present. The gates are still to be installed.	
11.2	Train Station/Bittern Line – A meeting was held with Abellio, for which the outcome is not known at this time. Cllr. Millar to follow up. Clerk to follow up moving of notice board.	AM Clerk
11.3	Post Office letter – Letter received regarding mobile post office service in Worstead. Clerk to submit that the PC is on favour, however suggest a different day to avoid clash with North Walsham market day and therefore be fully utilised.	Clerk
12:	<p><u>District / County Councillor:</u></p> <p>District Cllr. Williams reported that there is no longer a Chief Executive at NNDC, but 2 joint Heads of Service. Emphasis is on the Housing Strategy for the next 4 years, especially affordable housing, but finding the right mix of new houses and current unused houses.</p> <p>Local Plan Review is coming up soon, which will impact on villages. Also, Economic Development Strategy – promoting Nth Norfolk and building on the history concept around the coast. Continuing to support small companies and promote as an area to invest.</p> <p>County Councillor Timewell followed on to say that Nth Norfolk attracts companies as a nice place to live e.g. Scottow Enterprise Park now 63% let, and has housing and employment availability.</p> <p>The NDR may be open before Christmas 2017, which is ahead of schedule.</p> <p>Devolution – not scheduled to go ahead due to a political decision, which will mean decision won't be held locally.</p> <p>Regional Director of Children's Services has resigned.</p> <p>It is being looked into to a section of the village square to be used for 'retail' (chipvan/post office/library), which will help bring back village facilities. JT will follow up with Highways, and with Clerk.</p>	JT/Clerk
13:	Matters for discussion (for information only)	
13.1	Meeting Dates 2017 – all dates agreed. To be published on web.	Clerk
13.2	Fly tipping near to the tip – items which cannot be taken to Worstead tip – now cleared.	
14:	Items for next agenda: Play equipment, Trod update, QE Hall, Bittern Line	
15:	Correspondence (for information only):	
15.1	Clerks & Councils Direct	
15.2	<p>Sent by email:</p> <ul style="list-style-type: none"> <li>Draft minutes incl. public participation</li> <li>Agenda</li> <li>Statement of Account</li> <li>Budget forecast 2017 / 2018</li> <li>General emails</li> </ul>	
For and on behalf of Worstead Parish Council		
<i>Sarah Martin</i>		
Sarah Martin, Clerk		Dated: 30 <sup>th</sup> November 2016

Meeting closed at 21.23