



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 **WEDNESDAY 25 JANUARY 2017 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: District / County Councillor
- 3: To consider acceptance of apologies, if applicable.
- 4: To resolve whether to approve the minutes of the Monthly Meeting held on 22 November 2016.
- 5: To receive any declarations of interest in items on the agenda and any requests for dispensation
- 6: **FINANCES:**
 - 6.1 To consider approval of Statement of Account (via email)
 - 6.2 To consider the following invoices and resolve whether to make payments for:

The Garden Guardian – Grass Cutting 2016 (£1310.00+£262.00 VAT)	£1572.00
Norfolk Parish Training & Support (Cllr. Allen Training)	£ 45.00
Sarah Martin (Salary October-December 2016)	£ 464.02
HMRC PAYE (Sarah Martin October-December 2016)	£ 116.03
 - 6.3 Financial Correspondence:
Age UK Norfolk – request for donation
- 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: (refer to list on page 2)
 - 7.4 Second Homes Council Tax (email circulated)
 - 7.5 Update on Town and Parish Clerk Update (email circulated 4/1/17)
- 8: **Leisure and Recreation:** (Cllrs. Bond, Cole and Barrett).
 - 8.1 Progress report on fitness equipment and gate lock
 - 8.2 Play equipment inc. Robin Hazlett plaque
 - 8.3 Progress report on 'Footsteps on the sands of time: A History of Worstead'.
 - 8.4 Progress report on Lyngate Pond
 - 8.5 Trading space in village (chip van and mobile post office)
 - 8.6 Dog Fouling Signage – Permissive footpath
 - 8.7 Notice board Meeting Hill
 - 8.8 FoWS use of playing field request
- 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 Trod – Honing Road
 - 9.3 HGV sign – Barnards Road (email rec'd)
- 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
 - 11.3 Local Government Boundary Commission – Electoral Review of North Norfolk: Draft Recommendations
 - 11.4 Norfolk Constabulary
 - 11.5 NNDC Textile Collection Service
- 12: Matters for discussion (for information only)
February Newsletter – phone boxes, litter pick

WORSTEAD PARISH COUNCIL

- 13: Items for next agenda: **28th February 2017**
- 14: Correspondence (for information only):
- 14.1 Clerks & Councils Direct
 - 14.2 Sent by email:
 - Draft minutes incl. public participation
 - Agenda
 - Statement of Account
 - General emails
 - Second Homes Council Tax
 - Norfolk ALC Newsletter

For and on behalf of Worstead Parish Council

Sarah Martin

Sarah Martin, Clerk

Dated: 19th January 2017

New planning applications for consideration on 25th January 2017:

Application ref	Applicant details	Description
1. PF/16/169	Ollands Barn, Swanns Yard, Worstead, NR28 9RP	Single storey extension to rear following demolition of conservatory extension.

Planning Decision Notices Received:

PERMIT:

1 PF/16/0911 The White Lady, Front Street, Worstead, NR28 9RW

Single storey building for use as holiday accommodation (to replace collapsed building approved for conversion – (Ref 11/1278) (retrospective)

2 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

3 PF/16/1609 Ollands Barn, Swanns Yard, Worstead, NR28 9RP

Single storey extension to rear following demolition of conservatory extension

PRIOR APPROVAL IS NOT REQUIRED:

1 Rodrest, Honing Road, Lyngate, Worstead, NR28 9RE

Proposal: Notification of intention to erect a single-storey rear extension which would project from the original rear wall by 4.1m, which would have a maximum height of 3.18m and would have an eaves height of 2.1m