

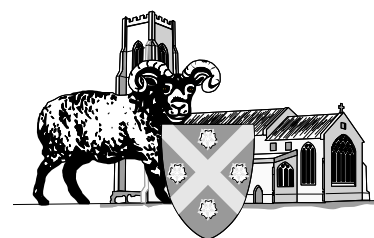
## Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Wednesday 25<sup>th</sup> January 2017 at 7.30pm

Present: Simon Cole (Chair), 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.

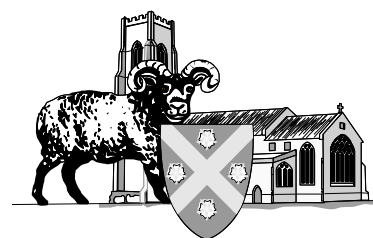
		<b>ACTION BY:</b>
1:	Public Participation:	
1.1	PCSO Rob King was unable to attend the meeting, and no report was received	
1.2	Handyman – reported on the work carried out at Lyngate pond. The drain at the crossroad in Worstead has been fixed, although needs to be monitored as already showing signs of wear. 2 parishioners at Meeting Hill have sent thanks for the work done on the telephone box and commented how much better it looks. The Hadfield junction road is breaking up and there are 4 to 5 large potholes opposite the entrance to the Carl Bird site. Cllr. Timewell to follow up.	
2:	District And County Councillor informed late arrival to meeting, therefore Public Participation to be resumed at a late point of the meeting (after 11:).  Public Participation ended 7.32pm	
3:	Apologies of Absence: Apologies were received and accepted from Ron Barrett (personal)	
4:	Approval of the minutes of the meeting held on 22 November 2016: The minutes were proposed as a correct record without amendment by Cllr. Smith and seconded by Cllr. Bond, all Cllrs. Agreed. They were duly signed by the Chairman. A copy of the approved minutes will be uploaded to the Parish Council website.	
5:	Members' declarations of interest in items on the agenda: Cllr. Bond declared an interest in planning PF/16/1609	
6:	Finances:	
6.1	Statement of Account – Cllr. Smith proposed to accept these as a true record, seconded by Cllr. Allen, all present agreed.	
6.2	The Council resolved to approve the following payments:	
	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	The Financial correspondence was available for councillors to read.	
	Age UK Norfolk – request for donation – Clerk had requested details of work carried out in the parish of Worstead, but this has not been received, therefore it was agreed to postpone until the next meeting	
	Transparency fund – An email was received from NALC (25/01/17) to say that the application for funding from the Transparency fund has been successful and awarded £428.25 as per the application	Clerk



7:	Planning: (Cllrs. Harris, Barrett and Millar)	
7.1	New applications: PF/16/1609 Ollands Barn, Swanns Yard, Worstead, NR28 9RP - Single storey extension to rear following demolition of conservatory extension Resolution: No objection or comment - <i>emailed 21/12/16 due to deadline.</i>	
7.2	Applications received after agenda: One PF/17/0068 Frankfort Barn, Broad Road, Worstead, North Walsham, NR28 9RU – Conversion of two barns to a single dwelling Resolution: To support the application, providing the conditions within the bat survey are adhered to.	
7.3	Results of applications considered by Worstead Parish Council: <b>PERMIT</b> 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) 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 PF/16/1609 - Ollands Barn, Swanns Yard, Worstead, NR28 9RP - Single storey extension to rear following demolition of conservatory extension <b>PRIOR APPROVAL IS NOT REQUIRED:</b> 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	
7.4	Second Homes Council Tax – it was discussed at this time that the does not greatly affect the parish and therefore wait until further information is issued	
7.5	Town and Parish Clerk update – letter received outlining the changes in how planning applications are to be sent to Parish Councils. Questions were raised including additional costs, and the process. Clerk to contact Stalham Clerk who is offering to ‘buddy up’ for support.	
8:	Leisure and Recreation: (Cllrs. Bond, Cole and Barrett).	
8.1	Progress report on fitness equipment and gate lock: No further progress – postpone until February meeting.	
8.2	Play equipment & Robin Hazlett plaque: No further progress – postpone until February meeting. Clerk to investigate cost for curved surface plaque.	
8.3	Progress report on ‘Footsteps on the sands of time: A History of Worstead. No report at present.	
8.4	Progress report on Lyngate Pond – Norfolk Pond Project (conservation volunteers based in North Walsham) headed a working party on 11 <sup>th</sup> January 2017, along 3 volunteers from the village, to start to clear the pond. Cllr. Millar had put up signs so parishioners knew what was happening and explaining the process of leaving what was cleared out on the side to allow the wildlife to return to the pond. The group is due to return again on 8 <sup>th</sup> February 2017; however the project may not be completed until the Autumn. It was suggested that a one off donation of £100 could be given to the Norfolk Pond Project, to be discussed at February’s meeting. The Chairman thanked Andy for setting up the project so quickly after the original email from a parishioner, and to all those who helped.	Clerk
8.5	Trading space in village – Cllr. Harris and the Clerk met with Andy from the chip van who gave a signed list of support from parishioners (over 80) for the chip van to return to the village square. Using the dairy barn is only a temporary measure and Andy wants to continue to provide this service to Worstead. Highways were consulted about having a marked out ‘trading space’ in the square, but a response was received to say they have no powers to do this. It was suggested to have a ‘polite notice’ to request that no-one parks in the square on set days/times to allow the post office/library/chip van to have	Clerk



Cont.	<p>parking. It was suggested to put this into the next edition of "The Woven" beforehand so all residents could be made aware.</p> <p>Post Office - the Parish Councils comments were submitted for the consultation, which was also advertised to the public, but no response has been received yet.</p>	
8.6	<p>Dog Fouling Signage – Permissive footpath – an email had been received concerning the amount of dog fouling along the permissive footpath from Honing Row to School Road. This path is used by many including school children. The footpath is on private land, however Chairman Cole has contacted the landowner who has granted permission to put dog fouling signage up to help prevent offenders. Anyone seen allowing their dog to foul and not clear up should be reported to NNDC.</p>	
8.7	<p>Notice Board Meeting Hill – The posts are rotten and require replacing. Cllrs. Cole and Allen to investigate and repair.</p>	
8.8	<p>FoWS use of playing field request – and email was received from the secretary of the Friends of Worstead School requesting to use the playing field for an Easter Scavenger hunt on 10<sup>th</sup> April 2017 for around 1<sup>1/2</sup> hours, with the possibility of having a refreshments van. All agreed, but suggested checking with the village hall that there are no other events being held that day. Clerk to forward a contract to be completed.</p>	SC/ Clerk
9:	<p>Highways: (Cllrs. Bond and O'Hara).</p>	
9.1	<p>Phone boxes – The Community Payback team have now finished the work on sanding down and painting a prima on the 3 phone boxes (Meeting Hill, Briggate and Station Road). An email has been sent to thank the team for all their hard work. A working party now needs to be arranged to paint the top coat. This is to go into the newsletter.</p>	
9.2	<p>Progress report on Trod – Honing Road: The grant application was submitted in December to the Parish Partnership Scheme Bid, but no response has been received yet. A question was raised whether it would be possible to apply to the 'Solarcentury Community Fund' for further grants for this project.</p>	
9.3	<p>HGV sign – Barnards Road – Cllr. Allen had been approached and a separate email received from another parishioner (read out along with a response from Highways) requesting an 'unsuitable for HGV's' sign at the entrance to Barnards Road, just after turning off the A149 into Worstead. Cllr. Timewell to follow up with Highways.</p>	SC/JA
10:	<p>Queen Elizabeth Hall: (Cllr. McGill).</p> <p>Cllr. McGill was unable to attend the last Village Hall Committee meeting due to personal circumstances, however the minutes have been received. A Health &amp; Safety plan has also now been drawn up; however it was reported that there are a lot of repairs needed.</p>	Clerk
11:	<p>Reports, if any, to be raised for consideration and resolved if necessary:</p>	
11.1	<p>Graveyard extension progress report – no further progress at present. The gates are still to be installed.</p>	Clerk
11.2	<p>Train Station/Bittern Line – The canopy and railings have been painted, also the Station Adopter has received money from Greater Anglia to purchase flowers.</p> <p>The moving of the notice board is still to be followed up</p> <p>Roger (station adopter) attends the Bittern Line meetings on our behalf as the PC is unable to attend the times of the meetings.</p>	Clerk
11.3	<p>Local Government Boundary Commission – Electoral Review of North Norfolk: Draft Recommendations – no comments to be submitted</p>	JT
11.4	<p>Norfolk Constabulary – Information received with details of a recent meeting held. Website address to be forwarded to all Cllr's for statistics.</p>	
11.5	<p>NNDC Textile Collection Service – it was discussed the service offered by NNDC for textile collection, however the school currently has this service, which pays 3 times the amount offered by NNDC. It was resolved to decline this, are suggest to the school to advertise their clothes bank in 'The Woven'. Clerk to respond/advise.</p>	



<p><b>2:</b></p>	<p>Standing Orders suspended for continued Public Participation: District Cllr. G Williams reported that it is the budget setting time at the Council and it is hoped that things will remain as they are for now, continuing to make savings. The storm surge last week was expected to cost £100,000's but was not as bad as 2013. All services were ready which shows the system works and is a credit to the North Norfolk amenities. Next month (15/02/17 9.30am) Lorne Green (Crime Commissioner) will be talking about antisocial behaviour and although crime in Norfolk is very low, antisocial behaviour needs to be addressed.</p> <p>County Cllr. J Timewell also reported that the budget planning is ongoing since Christmas, and there are meetings this week. It is to be questioned whether to increase council tax by 4% mainly to fund adult services. It is an aging population and we need to look after the future, a lot of people come into Norfolk to retire Part of rethinking for savings is to close the Caister Highways depot and merge with Aylsham, therefore saving the costs of the offices. All staff are to be re-interviewed, but it is hoped that the personnel who cover this area can be retained.</p> <p>Merging of control rooms for police and fire services are also being considered, which will be better for incidents and save a lot of costs, as these services operate 24 hours a day. Over the next 3 years there are many areas which need to be looked at as to what savings can be made.</p> <p>Standing Orders Resumed:</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JT</p> <p>Clerk</p>
<p><b>12:</b></p>	<p>Matters for discussion (for information only) On A149 white posts not clearly identifying edge of road. Cllr. Timewell will follow up with Highways. Litter pick date suggested as Saturday 25<sup>th</sup> March – to go into newsletter, and request equipment from NNDC. Footpath toward train station has been cut, but path in need of being cleared. Clerk to write to landowner. Fly tipping along Honing Row – Cllr. Cole to follow up. Letter received from Father Anthony was read out to say thank you for the decanter received.</p>	<p>Clerk SC</p>
<p><b>13:</b></p>	<p>Items for next agenda: Play equipment, Trod update, QE Hall, Bittern Line, Grantscape fund, Road update A149 and drain on Old Yarmouth Road, Fly tipping</p>	
<p><b>14:</b> 14.1 14.2</p>	<p>Correspondence (for information only): Clerks &amp; Councils Direct Sent by email: Draft minutes incl. public participation Agenda Statement of Account General emails Second Homes Council Tax Norfolk ALC Newsletter</p> <p>For and on behalf of Worstead Parish Council</p> <p><i>Sarah Martin</i> Sarah Martin, Clerk</p>	<p>Dated: 3<sup>rd</sup> February 2017</p>

Meeting closed at 21.15