

WORSTEAD PARISH COUNCIL

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MINUTES OF THE MEETING OF WORSTEAD PARISH COUNCIL HELD ON TUESDAY
23 FEBRUARY 2016 AT THE QUEEN ELIZABETH HALL WORSTEAD.

PRESENT: Cllrs. Cole (Chair), A. Millar, S. Harris, M. Smith, K. O'Hara, A. Bond and P. McGill.

APOLOGIES: 1 / NON-ATTENDANCE: 2: 1: R. Barrett (Personal), S. Henderson, R. King (PCSO) & District Cllr. Williams (Work Commitments)

ALSO PRESENT: 1 Member of the Public and County Cllr. Timewell

Clerk: Mrs. S. Martin.

16.007 001A	<u>TO CONSIDER ACCEPTANCE OF THE APOLOGIES:</u> The Cllrs. apologies were accepted.	<u>ACTION BY</u>
001B	<u>TO CONSIDER AND RESOLVE WHETHER TO APPROVE THE MINUTES OF THE MONTHLY MEETING HELD ON 26 JANUARY 2016:</u> Cllr. Harris 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.	
001C	<u>TO MAKE DECLARATION OF INTEREST IN ITEMS ON THE AGENDA, if any:</u> None	
16.008	<u>MATTERS ARISING</u> from the minutes of the previous meeting: (for information only): None	
16.009	FINANCES:	
009A	TO CONSIDER APPROVAL OF STATEMENT OF ACCOUNT (M8): Cllr. Smith proposed to accept these as a true record, seconded by Cllr. O'Hara. Resolution: The Statement of Account was accepted as a true record.	
009B	TO CONSIDER VALUATION OFFICE LETTER AND INVOICES REGARDING RATES FOR THE BURIAL GROUND: Resolution: The PC has received invoices backdated to the year 2010/2011 for rates owing on the burial ground on Withergate road. This has been looked into and resolved to contest with NNDC on the grounds that the PC does not own the land, or receive an income, but only maintains the grounds. There are also no premises at the site. Appeal letter to be sent.	SC/Clerk
009C	TO CONSIDER AND RESOLVE: To cancel the Domain name and hosting with East Coast Nursery Ltd. - Proforma Invoice received £60.00 (Inc. VAT £10.00) Resolution: It was agreed to cancel this domain and hosting. Clerk to email all addresses linked via worstead.co.uk, to inform them. Going forward all emails to Councillors to be directed via the Clerk.	Clerk

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009D (cont.)	<p>TO CONSIDER APPROVAL OF TRANSPARENCY FUND APPLICATION: Resolution: The Clerk explained that the PC could apply for a grant via the NALC to help towards the cost of computer equipment to comply with the Transparency code. The application to be submitted includes a laptop and scanner and staff costs. It was also agreed for the PC to contribute 10% towards internet costs for the Clerks personal Internet connection currently £2.49 per month, however this has also been included in the grant application this time. The application was passed round and all agreed to submit.</p>	Clerk
009E/F	<p>TO CONSIDER THE FOLLOWING DONATION REQUESTS: Stalham and Smallburgh First Responders – Donation request and Blue Lights and Sirens Letter NCAB – Donation Request Resolution: Both requests to be deferred until the March meeting</p>	
16.010	<p><u>SUBCOMMITTEES:</u></p>	
010A	<p>Planning: (Cllrs. Harris, Barrett, Henderson and Millar):</p>	
A1	<p><u>TO CONSIDER AND RESOLVE TO MAKE RECOMMENDATION FOR PLANNING APPLICATIONS:</u> None</p>	
A2	<p><u>TO CONSIDER AND RESOLVE WHICH RECOMMENDATIONS TO SUBMIT FOR PLANNING APPLICATIONS RECEIVED AFTER ISSUING OF AGENDA, if any:</u> None</p>	
A3	<p><u>NOTICE DECISION FROM NNDC (PERMIT):</u> 1: <u>PF/15/0512 – The White Lady, Front Street, Worstead</u> – Erection of single-storey extension to outbuildings to provide an additional unit of holiday accommodation. Application approved with conditions set out that include:- 1. Completing parking before the building works start. 2. A parking and traffic management plan to be agreed, and 3. A programme of signage for parking.</p>	
A4	<p><u>AFFORDABLE HOUSING:</u> Presentation from NNDC See public participation</p>	
010B	<p>Leisure and Recreation: (Cllrs. Bond, Cole and Barrett)</p>	
B1	<p><u>1: Progress report on fitness equipment:</u> To be deferred until March meeting</p>	
B2	<p><u>2: Progress report on 'Footprints on the sands of time': A History of Worstead.</u> No meeting date arranged to date</p>	
B3	<p><u>3: Signage for 'Children playing'</u> A suggestion was made for a 'Children Playing' sign to be erected when approaching the village, but it was resolved that when the gap in the corner of the playing field onto Westwick Road was filled in, this would not be necessary.</p>	
010C C1	<p>Highways: (Cllrs. Bond and O'Hara). <u>PROGRESS REPORT ON OLD YARMOUTH ROAD:</u> A letter had been received back from the land owner along the Old Yarmouth Road, suggesting a man-hole on the land in the opposite field owned by Worstead PC may be the cause of the blockage. This is being looked into further with Highways and the farmer on this land is to be contacted to locate the man hole in question for investigation. An email received from Highways with an update to be forwarded to all Cllrs.</p>	SC Clerk

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(cont.)	<u>SUBCOMMITTEES cont.:</u>	
C2	<u>SOLAR FARM/WITHERGATE ROAD RUBBISH:</u> It was reported that there is a lot of rubbish along Withergate Road by the Solar farm, and suggested that a letter be sent to the Solar Farm to request their help with clearing. Clerk to send a letter.	Clerk
010D D1	Queen Elizabeth Hall: (Cllrs. Harris and Smith). No report at present	
16.011	<u>PROGRESS REPORTS / CONSIDERATION/RESOLUTION OF ISSUES RAISED FROM THE FOLLOWING:</u>	
011A	<u>Graveyard extension and WWI + II Memorial:</u> The extension is no further at present; however the gates hope to be installed soon. See 16.009B – regarding the rates for the Cemetery.	SC/SHe
011B	<u>Worstead Train Station canopy progress report:</u> Next meeting due to be held on 05/04/16. Minutes form last meeting not received yet; to be requested. At the next meeting the question to be asked regarding the liabilities involved if the station were to be adopted.	Clerk
16.012A	<u>MATTERS FOR DISCUSSION: (for information only):</u> None	
B	ITEMS FOR THE NEXT AGENDA: 22nd March 2016: <ul style="list-style-type: none"> - Fitness equipment - Progress Report on graveyard extension - Flooding on Old Yarmouth Road - Litter picking date to be set - Phonebox painting 	

Meeting finished at 20.55