

Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 25th October 2016 at 7.30pm

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

Also in attendance: County Councillor John Timewell, Handyman and 1 member of the public.

Clerk: Mrs. Sarah Martin.

		ACTION BY:
1:	Public Participation	
1.1	PCSO Rob King was unable to attend the meeting, but his report was read out: Crimes for the period 06/09/16 to 25/10/16 – 1 crime in total: Actual Bodily Harm, now classes as no further action.	
1.2	A parishioner who has lived in the village for 10 years had written to Norman Lamb regarding getting a mirror erected at the Lyngate crossroads to help traffic to see when pulling out. The response from Norman Lamb and the Department of Transport was read stating where there was a ban on traffic mirrors this has now been lifted and therefore the decision is up to County Council. Chairman Cole clarified that this had previously been looked into, but at the time the ban was in place, and confirmed that this would be passed to County Councillor Timewell to pursue.	Clerk
1.3	Handyman – reported that the Anglian Water drain at the crossroads has now been filled in again. On the entrance to the Old Yarmouth Road where there is often flooding the drain appears to be silted up and requires clearing the same at the junction at Sandy Hills. Also, there is a large pothole at Hadfield's garden Centre. Clerk to report and to put in the newsletter how parishioners can report potholes directly to Highways.	Clerk
2:	Apologies of Absence	
	Apologies were received from Parish Councillor O'Hara (Personal).	
3:	Approval of the minutes of the meeting held on 06 September 2016.	
	The minutes were proposed as a correct record without amendment by Cllr. Barrett and seconded by Cllr. Smith. They were duly signed by the Chairman. A copy of the approved minutes will be uploaded to the Parish Council website.	Clerk
4:	Members' declarations of interest in items on the agenda	
	A declaration was made by Cllr. Barrett. regarding the planning for Laburnam Cottage, although this is not an application to be considered at this meeting, but just an update on a planning meeting held.	
5:	Update on Councillor Vacancy	
	Jake Allen was welcomed as the new Parish Councillor, and passed declaration forms to be completed and sent to NNDC.	JA/ Clerk

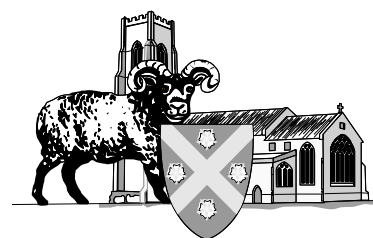


<p>6:</p>	<p>Progress on items not on the agenda from the above meeting</p> <p>Clerk gave a report on the CiLCA course so far – 2 lessons attended and third on 2nd November. So far feedback given has been very good.</p>	
<p>7:</p>	<p>FINANCES:</p>	
<p>7.1</p>	<p>Statement of Account – Cllr. Barrett proposed to accept these as a true record, seconded by Cllr. Smith, all present agreed.</p>	
<p>7.2/3</p>	<p>Payment of accounts – The Council resolved to approve the following payments: Royal British Legion Poppy Appeal £ 50.00</p>	
<p>7.4</p>	<p>Transparency Application – The previous application was rejected for payment and a revised application has been put together excluding the request for a laptop. Resolution: It was agreed by all for submission for the November round of applications.</p>	<p>Clerk</p>
<p>7.5</p>	<p>The Financial correspondence was available for councillors to read. NNDC – Remittance advice £4322 Precept 2nd Instalment (Precept £4033 and £289 grant) Barclays Bank – Interest rates are reducing Barclays Bank – confirmation of signing arrangement amendments Pensions Regulator – Acknowledgment of Compliance</p>	
<p>8:</p>	<p>Planning: (Cllrs. Harris, Barrett and Millar)</p>	
<p>8.1</p>	<p>New applications: None</p>	
<p>8.2</p>	<p>Applications received after agenda: None</p>	
<p>8.3</p>	<p>Results of applications considered by Worstead Parish Council: None</p>	
<p>8.4</p>	<p>Progress report on Laburnam Cottage planning meeting – this was held on 13th October. The planning application will have to resubmit, and it is to go to Council in November.</p>	
<p>8.5</p>	<p>Addition to agenda: Documentation has been emailed to all Councillors regarding the proposed Norfolk Vanguard Offshore Wind Farm. Cllr. Millar recommended that we register our interest as this application may affect our parish. Cllr. Millar to prepare a response.</p>	<p>AM</p>
<p>9:</p>	<p>Leisure and Recreation: (Cllrs. Bond, Cole and Barrett).</p>	
<p>9.1</p>	<p>Progress report on fitness equipment: The fitness equipment is currently with Renosteel in the process of being repaired. The ‘Springy’ is also to be investigated to be repaired at a cost of approx. £200, opposed to up to £1000 for a replacement. The steps to the slide are in need of repair or replacing. Cllrs. Bond and Allen to investigate. Cllr. Barrett to forward the risk assessment form to Cllr. Cole for review.</p>	<p>RB RB/JA RB/SC</p>
<p>9.2</p>	<p>New play equipment is still being looked into as costs are very high, some ideas up to £4500. Resolved to postpone until the next meeting.</p>	



9.3	Progress report on 'Footsteps on the sands of time: A History of Worstead. – A few books have been sold directly. Clerk to contact Jerrold's/Showcase Gallery and The Holt Bookshop to see if they require further books. To advertise in The Woven November issue, at a cost of £8.50 for parishioners.	Clerk
9.4	Gate on playing field lock broken and gate near allotment: A temporary chain has been placed on the gate at the playing field to secure it, whilst repairs are being looked into. The gate at the allotment needs to be trimmed out and filled.	SC
10:	Highways: (Cllrs. Bond and O'Hara).	
10.1	Follow up on workgroup to paint 3 adopted telephone kiosks: Station, Briggate, and Meeting Hill - the Community Payback team have taken 3 tins of red oxide as a primer and will finish preparing the 3 phone boxes ready for the outer coat. It was confirmed that it is the rules of the Community Payback team which restrict them from using the paint previously obtained. It was suggested that a working party could be set up to complete them once all the preparations have been finished. The Community payback team are to contact the clerk with dates to do this.	
10.2	Pathway near school: A meeting was held with Highways who will submit a report showing options and costings, in time for the November meeting.	
10.3	Public Footpath – Honing Row field – this issue has now been resolved.	
10.4	Withergate Road – flooding update – at this time there has been no further issues.	
10.5	Anglian Water/Withergate Road sewage update – Anglian Water has contacted residents who are able to make appointments to discuss any issues/concerns. A parishioner had asked if grants may be available to assist with the costs, but it was discussed that as these are home improvements this would be unlikely, but advise them to contact NNDC directly.	Clerk
10.6	Relocation of Speed Signs – the schedule which had been sent was agreed and to be implemented.	SC
11:	Queen Elizabeth Hall: (Cllr. McGill).	
	The meeting which was scheduled for 13 th September 2016 was cancelled. Cllr. McGill will attend the next one which should be due soon.	PM ^c G
12:	<u>Reports, if any, to be raised for consideration and resolved if necessary:</u>	
12.1	Graveyard extension progress report – no further progress at present. The gates are still to be installed.	
12.2	Train Station/Bittern Line – Some requests had been given to the Station Adopter to raise at the Bittern Line meeting, including updating the train station between now and the end of the year for which grant may be available and investigated. There have been a few issues with mild vandalism and littering, to be monitored. Trains are due to be replaced by 2019 and the possibility of rescheduling of some train times in the future.	
12.3	Lyngate Pond – A parishioner had sent an email regarding the pond at Lyngate, which Cllr. Millar has investigated. It was discussed that a possible 'Community Day' could be arranged to help to clear the pond.	AM

WORSTEAD PARISH COUNCIL



13:	<p>District / County Councillor : District Cllr. Williams did not attend the meeting. County Cllr. Timewell reported Sheila Oxtoby is leaving NNDC. The Incinerator enquiry went to full Council last week. Devolution going to full Council later in November, NNDC voted against it and parishioners will not be allowed to vote for Mayor. Cllr. Timewell will follow up the mirror raised in Public Participation - clerk to forward documentation.</p>	Clerk
14:	<p>Matters for discussion (for information only) Land at Sandy Hills being used as a dump opposed to agricultural land. Clerk to enquire with NNDC planning and environmental health. Father Anthony's retirement.</p>	MS/ Clerk
15:	<p>Items for next agenda: Play equipment, Trod update, QE Hall, Bittern Line Items for November's newsletter – Pond. Request to assist delivering.</p>	
16:	<p>Correspondence (for information only):</p>	
16.1	Clerks & Councils Direct	
16.2	Local Government Boundary Commission (copy emailed)	
16.3	Hags 2016 play equipment brochure	
16.4	Glasdon brochure	
16.5	Norfolk County Council 'A Good Education for Every Norfolk Learner' letter (copy emailed)	
16.6	NNDC – BT Phone box removal consultation letter (copy emailed)	
16.7	Precept Consultation (copy emailed)	
16.8	<p>Sent by email:</p> <ul style="list-style-type: none"> Draft minutes incl. public participation Agenda Statement of Account General emails 	
	<p>For and on behalf of Worstead Parish Council</p> <p><i>Sarah Martin</i> Sarah Martin, Clerk</p>	Dated: 3 rd November 2016

Meeting closed at 21.04