



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 **TUESDAY 28 MARCH 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 28th February 2017.
- 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:

Sarah Martin (Salary £571.31 inc. extra hours re: CiLCA and Clerk expenses £98.65)	£ 669.96
<i>(Expenses = Travel £36.45/Broadband £8.70/Litter pickers & Hisvis vests £53.50)</i>	
HMRC (Clerk PAYE)	£ 142.60
Norfolk County Council (50% Trod works Honing Road)	£2,113.00
Queen Elizabeth Hall (hire for PC meetings for year 10 meetings)	£ 96.00
Jake Allen – re-imburse for sleepers and creosote for playground (£52.50 + £10.50 VAT)	£ 63.00
Worstead Festival- 50% re-imburse cost of £23.00 for Premises Licence	£ 11.50
 - 6.3 To consider and resolve whether to transfer £3,000.00 from Business rate tracker account
 - 6.3 To approve appointment of an Internal Auditor for 2016/2017 accounts
 - 6.4 To consider Solarcentury grant options
 - 6.5 Financial Correspondence:
NNDL Premises Licence for Worstead Festival
- 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)
- 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 notice board at Meeting Hill
- 9: **Highways:** (Cllrs. Bond and O'Hara).
 - 9.1 Parking in Front Street
 - 9.2 Bengate Dog Fouling / Footpath Rail
 - 9.2 Progress report Trod – Honing Road
 - 9.3 Barnards Road HGV issues
- 10: **Queen Elizabeth Hall:** (Cllr. McGill).
 - 10.1 To consider and resolve QE Hall Contract
- 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
- 12: Matters for discussion (for information only)

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- 13: Items for next agenda: **25th April 2017**
- 14: Correspondence (for information only):
- 14.1 Clerks & Councils Direct
 - 14.2 QE Hall contract
 - 14.3 Interprint – newsletter publication
 - 14.4 Sent by email:
 - Draft minutes incl. public participation
 - Agenda
 - Statement of Account
 - General emails

For and on behalf of Worstead Parish Council

Sarah Martin

Sarah Martin, Clerk

Dated: 22nd March 2017

New planning applications for consideration on 28th March 2017:

Application ref Applicant details Description

Application ref	Applicant details	Description
PF/17/0225	5 Woodview, Worstead, North Walsham, NR28 9RR	Erection of single-storey front extension

Planning Decision Notices Received:

None