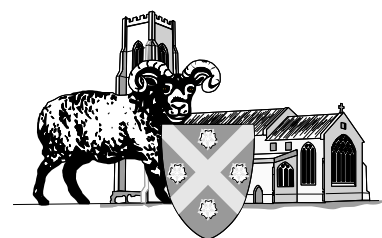


WORSTEAD PARISH COUNCIL

Worstead Parish Council, Sarah Martin, Spinners Cottage, 18A Honing Row, Worstead, NR28 9RH
 Email: clerk.worsteadpc@gmail.com Tel: (01692) 535775
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Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 23rd January 2018 at 7.30pm

Present: S. Cole (Chair), R. Barrett, P. McGill, J. Allen, S. Harris and K O'Hara

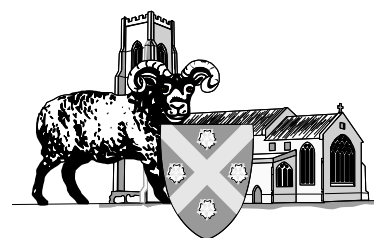
Also in attendance: Handyman & 1 member of the public

Clerk: Mrs. Sarah Martin.

1:	Public Participation:	ACTION BY:
	<p>Handyman reported the pot holes in QE Hall car park remain. They have been filled, but not with success and therefore need further works. Chair/Clerk to investigate. The owner of a car parked regularly in the car park has been spoken to and will relocate the car so the hedge cutting can be completed. Chair expressed concerns to finish cutting the hedge before the nesting season.</p> <p>A member of the public spoke about the fence which surrounds the playing field and if repaired/replaced would help prevent walkers and dogs from trespassing on the farmers' fields.</p> <p>Question asked if the PC hires out the playing field? Chair replied 'yes' if it fulfils certain requirements.</p>	<p>SC/ Clerk</p>
2:	District / County Councillor:	
	<p>There was no District Council report following the resignation of the District Councillor Glyn Williams. County Councillor will be late to meeting; therefore report will be given later during the meeting.</p>	
3:	Apologies of Absence:	
	<p>A. Bond, A. Millar and M. Smith all sent apologies for personal reasons, which were all accepted.</p>	
4:	Approval of the minutes of the meeting held on 28th November 2017:	
	<p>The minutes were proposed as a correct record without amendment by J. Allen and seconded by S. Harris; all Cllrs. agreed. They were duly signed by the Chairman. A copy of the approved minutes will be uploaded to the Parish Council website.</p>	
5:	Members' declarations of interest in items on the agenda: None	
6:	Finances:	
6.1	Statement of Account – R. Barrett proposed to accept these as a true record, seconded by J. Allen, all present agreed. There were no questions raised.	
6.2	Payment of Accounts - The Council resolved to approve the following payment:	
	Sarah Martin (Salary £588.51 and Expenses £37.47 Oct-Dec 2017) £ 625.98	
	S R Print and Design (November Newsletter) £ 160.00	
	Garden Guardian Limited (Grass Cutting 2017 - £1338.00 + £945.00 VAT) £1,605.60	
	Mr L M Marques (Maintenance of Graveyard 2017) £ 900.00	
6.3	To consider and decide on a donation to The Royal British Legion Poppy Appeal for wreath (s137)	
6.4	Resolution: To donate £50.00	
	Financial Correspondence was available for all to read: Remittance NCC re rent. Recycling Centre £3,500.00	

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<p>7: 7.1 7.2 7.3</p>	<p>Planning: (Cllrs. Harris, Barrett and Millar) To receive new applications and make comment: <u>PF/17/1935– Broadlands, Orpley Lane, Meeting Hill, Worstead, North Walsham, NR28 9LS</u> –Erection of single storey rear extension Resolution: No objection or comment <u>PF/18/0058– Station Cottages, Station Road, Worstead</u> – Variation of condition 2 (approved plans) of planning permission PF/17/1143 to allow for alterations to fenestration to ground floor extension Resolution: No objection or comment</p> <p>To receive new applications and make comment to application received after issuing Agenda: None</p> <p>To receive Decision Notices of applications: None</p>	
<p>8: 8.1 8.2 8.3 8.4 8.5 8.6 8.7</p>	<p>Leisure and Recreation: (Cllrs. Bond, Cole and Barrett). Play equipment report / play area signage: Ongoing – Matting still to be replaced. Gym sign to be erected. Liability sign to be ordered.</p> <p>Progress report on ‘Footsteps on the sands of time: A History of Worstead’. To contact Heritage Museum opening at Church in Nth Walsham to see they would stock the book.</p> <p>‘Gateway to the Village’ Grantscape – Permission on the project needs to be confirmed with Greater Anglia, which hopefully will be agreed at a meeting arranged on 5th February. Bird boxes, bat boxes and planters have been purchased. Awaiting quote for murals; other options being investigated, including Heritage Trail poster and involvement with school or local artists.</p> <p>‘Sheltered Seating’ Grantscape – location of benches still to be agreed; including within Meeting Hill</p> <p>Noticeboards – Quotes received to replace notice boards at Ruin Road, Meeting Hill and Train Station – awaiting further information.</p> <p>Pond at School – No progress</p> <p>To consider the repair or replacement of playing field boundary fence – PC to obtain quotes to repair/replace fence as per field agreement.</p>	<p>RB/SC</p> <p>RB</p> <p>AM/PM/ RB</p> <p>MS</p> <p>SC</p>
<p>2:</p>	<p>Standing Orders suspended for County Councillor report: The Barnards Road and HGV’s issues within the parish have been ongoing for a long time now. NCC have written to NNDC regarding re-routing the bin collections to prevent damage at the Honing Row end of Barnards Road. Some new signage was erected to inform HGV drivers not to go through the village, and in the new Financial Year (01/04/18) there may be some funding for further signage. Large vehicles such as tractors and trailers and haulage lorries etc. would still be permitted for access to fields. Laws would need to be changed to enforce HGVs to use commercial Sat Navs. Clerk to write to Albert Bartletts for support. The County Council has its budget meeting in February, to set the budgets for the next Financial Year. There will be a vote to increase Council Tax. District Councils and Police also want an increase. Standing Orders resumed 8.41pm</p>	<p>Clerk</p>
<p>9: 9.1</p>	<p>Highways: (Cllrs. Bond and O’Hara). Report regarding HGV’s within village – parishioners email received regarding this issue, which has been raised with Highways and County Council. Norman Lamb has also been contacted.</p>	
<p>10:</p>	<p>Queen Elizabeth Hall: (Cllr. McGill). It was reported that maintenance projects are imminent. New regular clubs are being investigated, along with talks with the school regarding a café in conjunction with local nursing homes. The Choir no longer rehearse at the village hall.</p>	

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<p>11:</p>	<p>Update regarding General Data Protection Regulations – A report had been circulated by the Clerk. The PC needs to adopt a policy and appoint a Data Protection Officer; however, awaiting further advice.</p>	<p>Clerk</p>
<p>12: 12.1 12.2</p>	<p>Reports, if any, to be raised for consideration and resolved if necessary: Graveyard extension progress report – Ongoing Phone boxes update – No further progress at present.</p>	
<p>13: 13.1</p>	<p>Matters for discussion (for information only): Discuss and agree date for village litter pick – it was agreed to coincide with ‘The Great British Spring Clean’ on Saturday 3rd March 2018. Clerk to speak to NNDC for equipment and plan routes.</p> <p>Clerk to follow up on reported pot holes and include details in Woven newsletter</p>	<p>Clerk Clerk</p>
<p>14:</p>	<p>Items for next agenda 27th February 2018:</p>	
<p>15:</p>	<p>Correspondence (for information only): Clerks & Councils Direct NALC Newsletter UK Power Networks – Norwich Roadshow 5th February 2018 Police Cluster 10 Newsletter Parishioner email regarding HGV’s within Parish Parishioner regarding Station Road</p> <p>Sent by email: Draft minutes incl. public participation Agenda Statement of Account General emails</p> <p>For and on behalf of Worstead Parish Council</p> <p><i>Sarah Martin</i> Sarah Martin, Clerk</p>	<p>Dated: 2nd February 2018</p>

Meeting closed at 21.00