

WORSTEAD PARISH COUNCIL

Worstead Parish Council, Sarah Martin, Spinners Cottage, 18A Honing Row, Worstead, NR28 9RH
 Email: clerk.worsteadpc@gmail.com Tel: (01692) 535775
 Website: www.worsteadpc.norfolkparishes.gov.uk



Minutes of Worstead Parish Council meeting held at Queen Elizabeth Hall Tuesday 27th March 2018 at 7.30pm

Present: S. Cole (Chair), R. Barrett, A. Bond, P. McGill, J. Allen, M. Smith, A. Millar, S. Harris and K. O'Hara (8.17pm)

Also in attendance: 3 members of the public

Clerk: Mrs. Sarah Martin.

1:	Public Participation:	ACTION BY:
	<p>Handyman mentioned the increasing problems with potholes in the village hall car park. The skip at Lyngate pond has now been taken away. Clerk to send letter of thanks.</p> <p>There was no police report; no crimes were reported during January.</p>	Clerk
2:	<p>District / County Councillor:</p> <p><u>District Councillor Saul Penfold</u> reported that regarding second home status for Council Tax purposes, the District Council has resolved to reduce Council Tax discounts for Class A & B for second homes, now 10% and 0%. This will raise £500,000 income for the County, which will equate to £50,000 for the District.</p> <p>There are plans to improve mobile phone signal in rural areas, and there will be obligations to companies putting bids in.</p> <p>Woods Yard planning application has been granted conditional approval at the planning committee held last week.</p> <p>Boundary Change – the full Council is up for election in May 2019. Plans are to reduce Councillor numbers from 48 to 40; which therefore means reviewing the boundaries. It is proposed for Worstead Ward to lose Felmingham and Suffield but gain Scottow and half of Baddersfield.</p> <p>Some parishes have raised the point of sharing resources for training, good practise and expertise, which Cllr. Penfold is happy to help co-ordinate.</p> <p>The litter pick in Meeting Hill was successful and collected 6 bags of rubbish, including 3 tyres and scrap metal. A lot of rubbish was collected from near the Weavers Way underpass. Concerns were raised regarding the increase of fly-tipping after 1st April when changes to DIY waste at tips is introduced.</p> <p>Clerk mentioned enquiring with the Community Payback scheme regarding litter picking.</p> <p>Highways have been emailed regarding the location for a bench at Meeting Hill, and confirmation is sought from the Highways Boundary team that the location is private land, however Highways would have verge rights, and the PC could apply for a licence to place a bench at this location.</p> <p>Chairman Cole thanked all who helped with the village and Meeting Hill litter picks.</p> <p><u>County Councillor John Timewell</u> confirmed the Highways boundary is the edge of the road, and although large vehicles are expanding the width of the road, Highways are not able to repair pot holes which may lie on private land.</p> <p>After a 3-year battle, Carl Bird has been successful with his planning application at Boundary Pitt. This will be good for local employment.</p> <p>Local Authorities are having cut backs and looking to be more business-like. Repton Homes is being formed to build homes to sell on.</p> <p>Hethal innovation Centre in now let 95% of the time.</p> <p>Scottow Enterprise Park is now 92% let and has an application in for a new larger building to go in which will provide employment of over 400 people.</p> <p>The NDR was hoped to be open at Easter, but tarmac in the recent bad weather has been delayed by 10 days.</p>	

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	<p>Adult Services are under stress as a large percentage of people are retiring to Norfolk, which we are duty bound to look after, and it is increasingly hard to budget for. A lot of money has been invested in housing. Children's Services are also under severe stress, again budgeting is increasingly difficult predicting the costs to look after children. Next year the budget has to find £25 million in savings.</p> <p>3: Apologies of Absence: None</p> <p>4: To resolve whether to approve the minutes of the Monthly Meeting held on 27th February 2018: The minutes of the meeting on 27th February 2018 were proposed as a correct record without amendment by R. Barrett and seconded by A. 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.</p> <p>5: Members' declarations of interest in items on the agenda: None</p> <p>6: Finances:</p> <p>6.1 Statement of Account – J. Allen proposed to accept these as a true record, seconded by R. Barrett, all present agreed. There were no questions raised.</p> <p>6.2 Payment of Accounts - The Council resolved to approve the following payments:</p> <table border="0"> <tr> <td>Sarah Martin (Salary Jan-Mar £580.51 + expenses £45.60)</td> <td style="text-align: right;">£ 626.11</td> </tr> <tr> <td>HMRC (PAYE Jan-Mar Sarah Martin)</td> <td style="text-align: right;">£ 8.00</td> </tr> </table> <p>6.3 To consider quotes for village hall car park repairs: No further quotes received – defer until next meeting</p> <p>6.4 To consider quotes for playing field fence: Project to be postponed</p> <p>6.5 Update on Transparency Grant Application: The PC received confirmation of successful grant awarded of £255.00 for software and training</p> <p>6.6 To consider office hire: Discussions were had around the use of the office and the cost of £75.00 per month for hire. It was agreed to speak with the Festival who also use the office and to speak with the Queen Elizabeth Hall regarding terminating the office hire contract.</p> <p>6.7 To discuss the Woven Newsletter: Discussions were had regarding the newsletter, and agreed it was a tangible communication with the Parish. Each issue costs £160.00. It was agreed to continue to produce The Woven.</p> <p>6.8 Financial Correspondence: None</p> <p>7: Planning: (Cllrs. Harris, Barrett and Millar)</p> <p>7.1 To receive new applications and make comment: None</p> <p>7.2 To receive new applications and make comment to application received after issuing</p> <p>7.3 Agenda: None To receive Decision Notices of applications: None</p> <p>7.4 Update re: C/1/2017/1003: Boundary Pit, Off Sandy Hill Lane, Old Yarmouth Road, North Walsham Update received from County Councillor John Timewell (Item 2)</p> <p>7.5 Update re: PF/17/1510 - Alterations and conversion of former wood yard barns to wedding venue with associated car parking and landscaping; The Wood Yard, Worstead Park, Worstead, Norfolk, NR28 9RT (Site Meeting 15/03/18 & Development Committee 22/03/18) Update received from District Councillor Saul Penfold (Item 2)</p>	Sarah Martin (Salary Jan-Mar £580.51 + expenses £45.60)	£ 626.11	HMRC (PAYE Jan-Mar Sarah Martin)	£ 8.00	
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8:	Leisure and Recreation: (Cllrs. Bond, Cole and Barrett).	
8.1	Play equipment report: R. Barrett to investigate greased pole on witches' hat.	
8.2	Progress report on 'Footsteps on the sands of time: A History of Worstead'. A meeting is still to be arranged. To be advertised on North Walsham Archive website.	SC
8.3	'Gateway to the Village' Grantscape: An extension has been granted until end July 2018 to complete the works. Clearing of the area behind the train station has been completed and Greater Anglia are to be asked if they will maintain this going forward. A working party to put up bat and bird boxes and planting of tubs is to be arranged – volunteers welcome. Quotes have been received for two vintage railway posters £1500; and Heritage Trail posters £160. A meeting is also to be arranged with a local artist for further work. There is still considerations needed for the recent vandalism which has taken place at the train station. CCTV was discussed. Greater Anglia would like the PC to consider doing something with the station building.	AM
8.4	'Sheltered Seating' Grantscape – To communicate with the village hall as to location of benches	Clerk
8.5	Noticeboards – further quotes to be obtained	Clerk
8.6	Pond at School – project to be put on hold.	
8.7	To consider parishioner email regarding Firework Display: Discussions had. Clerk to check with NALC and Insurance. It was voted 7 for and 1 against to allow this to take place; on the condition that the PC has no responsibility or liability for the event, and providing the organisers provide a letter of confirmation from the Safety Audit Group, and can provide evidence from Highways, NNDC, Air Traffic (for lasers) and relevant Insurance documents to the Parish Council well advance of the event. Also, to confirm the playing field will be cleared up after the event. Clerk to pass this information onto the Q E Hall committee.	Clerk
8.8	Chairman resolved to add this item to the agenda: BBC Radio Norfolk Treasure Quest request: the PC was contacted to ask permission for the radio show to use the playing field on Sunday morning. This was agreed in return for advertising the Footprints book on air.	Clerk
9:	Highways: (Cllrs. Bond and O'Hara).	
9.1	Consider a response to the 'Consultation: draft Norfolk Access Improvement Plan (2018 - 2028). Consultation discussed. Cllr. A. Bond will prepare a response.	AB
9.2	To consider the Local Government Boundary Committee – New Ward Boundaries from May 2019 - Documents had been circulated and were explained by District Councillor (Item 2). No action necessary at this time.	
10:	Queen Elizabeth Hall: (Cllr. McGill). Cllr. P McGill was unable to attend the last village hall meeting, so no update. Cllr. P McGill left the meeting at 9.02pm	
11:	Update regarding General Data Protection Regulations – Awaiting further guidance.	
12:	Reports, if any, to be raised for consideration and resolved if necessary:	
12.1	Graveyard extension progress report – Ongoing	
12.2	Phone boxes update – painting is hoping to commence soon. When complete be revisit uses of the phone boxes.	
13:	Matters for discussion (for information only): Mud on road caused by farm vehicles Allotments – clerk to speak with Victory housing who manage the village allotments for update	

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<p>14:</p> <p>15:</p> <p>16:</p>	<p>Beer Festival 28th May 2018 – Parish Council have not been consulted on this. To request clarification from village hall committee</p> <p>Items for next agenda 24th April 2018: Churchyard Conservation Scheme</p> <p>Correspondence (for information only): Clerks & Councils Direct NALC Newsletter Planning (Regulatory) Committee – Friday 23rd March 2018 Parish Council Public Transport Brief (Stagecoach Withdrawal) Consultation: draft Norfolk Access Improvement Plan (2018 - 2028) pc2 World War 1 Network Meeting - 27th March 2018 NNDC Development Committee - 22nd March 2018 Local Government Boundary Committee Letter</p> <p>Sent by email: Draft minutes incl. public participation Agenda Statement of Account General emails</p> <p>Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss and resolve the following: Staff Matters Following the Clerks appraisal, it was proposed to increase the Clerks salary to scale SP20, effective 1st April 2018. Proposed by Cllr. R Barrett; seconded by Cllr. A Bond, all agreed.</p> <p>For and on behalf of Worstead Parish Council <i>Sarah Martin</i> Sarah Martin, Clerk</p>	<p>Clerk/ SC</p> <p>Dated: 8th April 2018</p>
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Meeting closed at 21.16