

## WORTWELL PARISH COUNCIL

### AGENDA

**To Parish Councillors: you are summoned to attend the meeting below**

**There will be a meeting of Wortwell Parish Council on Monday 27 September 2021 at 7.30pm**

at the Waveney Room Wortwell Community Centre - Members of the public are invited to attend.

1. **7.30pm** Welcome by the Chairman

To receive and accept **Apologies** from those members unable to attend.

*To receive any **declarations of interest** (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting (Note: A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates and in this case the member may speak and vote, however if it is a prejudicial or pecuniary interest, the member should withdraw from the meeting whilst the matter is discussed.*

2. **Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meetings held on 26 July 2021

2.1. **Matters arising**

3. **South Norfolk District Council Cluster Plan** - Consultation Response and Council requirements for Wortwell

3.1. Update from Chairman

3.2. Council to agree and discuss any further actions

4. **Chairman and Councillor Reports** to discuss and agree any necessary actions

4.1. Pilot Surgery - Chairman and Clerk - proposal: Monday 22 November 11.00am to 1.00pm

4.2. Trim Trail - update from Councillors Eddy and White

4.3. Pure Vida visit - update from Councillors Aylett and Worley

4.3.1. Land ownership - update

5. **Playground, Recycling Centre and Defibrillator Report**

5.1. Refresher training

6. **Big South Norfolk Litter Pick** - to agree date and time

7. **Transport for Norwich Strategy Consultation** - discuss and agree any necessary actions

8. **CCTV installation** - 20 September 2021 to discuss donation (and withdrawal of outstanding grant) to Community Centre

9. **Clerk Reports** and agree accounts for payment Appendix A attached - previously circulated - Action points only

9.1. Lamp post issues update from clerk

9.2. Replacement bin for Infant Site discuss and agree expenditure

9.3. Hedges and overgrowth - update from clerk

9.4. Rangers visit w/c 26 August - update from clerk

**RFO Report:** previously circulated

6.5 AGAR - PKF Littlejohn External Audit and Certificate Received

6.6 Xero Subscription cancelled - not adding sufficient value to process to justify costs.

**10. Budget Setting for 2022/23 financial year - phase one to discuss objectives and targets**

**11. Open Spaces Committee:**

11.1. Budget Summary Request for future plans and expenditure - update from Councillor Copeman

11.2. One Million Trees - update from Councillor White

11.3. Benches - update and to discuss and agree expenditure

11.4. Update on WhatsApp Volunteers Group

11.5. Entrance to Infant Site from The Parkway

**12. Planning Applications:** at time of publication nothing outstanding.

**13. Future meetings:** 18 October 2021 and 29 November 2021

**14. Matters for next meeting:**

**APPENDIX A  
ACCOUNTS FOR PAYMENT  
July 2021**

**Accounts settled between Meetings**

1.	Anglian Water Allotment water bill (to be reimbursed by WPL Account)	102200	£ 86.20
2.	Microsoft 365 update licence and new power cable for laptop	102201	£ 88.99

**Accounts for Payment**

1.	HMRC PAYE and NI M5	102202	£ 115.59
2.	Royal British Legion Poppy Appeal Donation	102203	£ 30.00
3.	cancelled cheque	102204	
4.	Premier Print Mardler print run September October	102205	£185.00
5.	Shortfall in salary payment July August September July August September	102206	£ 86.37
6.	HMRC PAYE and NI M6	102206	£154.47