

WORTWELL PARISH COUNCIL

AGENDA

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

There will be a Parish Council Meeting of Wortwell Parish Council on Monday 26 September 2022 at 7.30pm

at the Conference Room Wortwell Community Centre

Members of the public are invited to attend.

1. Welcome by the Chairman Cllr Clive Aylett

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.

Meeting adjourned to permit Public participation

2. **Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meeting held on 25 July 2022
3. **Annual Governance and Accountability Return - Clerk**
 - 3.1. Confirmation that the External Audit Report has been completed by PKF Littlejohn and certified to be correct. No issues raised
 - 3.2. Completion of the Limited Assurance Review for year ended March 2022
 - 3.3. Notice of conclusion of Audit
 - 3.4. Authorisation for payment of External Audit Fee £240
4. **RoSPA Inspection - PlaySafety Ltd Report - ZIP Wire - Cllrs CA and AC to provide update**
5. **Councillor Reports to be circulated in advance of meeting:**
 - 5.1. **Chairman:**
 - 5.1.1. Entry Gates update - Gates now in place. Complaint received by member of the public via the Community Centre website. This has been addressed.
 - 5.1.2. SAM 2 machine - to be relocated from High Road to nearer the Goodswens Garage directed towards Redenhall
 - 5.2. **Councillors -**
 - 5.2.1. Street Licence for Bench on Knoll has been approved. GW to assist placement of concrete base
 - 5.2.2. Joint meeting proposed awaiting response from Alburgh
- 5.3. **Recycling Centre and Playground Inspections - Responder grant applied for.**
- 5.4. **District and County Reports: to be circulated in advance of meeting:**
6. **Street Lighting Consultation - update from Clerk**
 - 6.1. options and how to address public meeting

WORTWELL PARISH COUNCIL

7. **Electric Charging** - update regarding submission of Expression of Interest - Cllr White

8. **Clerk and RFO Report**

8.1. Phase one of Budget for 2023/24

8.2. Application for Parish Partnership Scheme Funding support towards cost of gates in progress

8.3. Barclays online automated payments -

8.3.1. Approve and sign off Internal Process for Automated Payments

8.3.2. Approve and sign off amendments to Standing Orders and Financial Regulations Internal Control Check

9. **Open Spaces Committee** - Future of Pavilion

10. **Planning Applications:** Application App Type : Parish : Grid Ref : Location : Proposal :

Number : 2022/1615 Listed Building Wortwell

627478 285094

Park Farm Tunbeck Road Wortwell Norfolk IP20 0HP Erection of single storey rear extension.

Number : 2022/1616 Householder Wortwell

627478 285094

Park Farm Tunbeck Road Wortwell Norfolk IP20 0HP Erection of single storey rear extension.

Number : 2022/1707

Proposal: Erection of Shed

Location: Pear Tree Farm High Road Wortwell Norfolk IP20 9QR Applicant: Ms Sarah Barnes

Application Type: Householder

Meeting adjourned to permit public participation

11. **Topics for Future meetings:** Budget 23/24 Phase 1 (September)

Close of Council Meeting:

Signed: [LUA LEGGETT](#)

Clerk and RFO

WORTWELL PARISH COUNCIL

APPENDIX A
ACCOUNTS FOR PAYMENT
September 2022

P K F Littlejohn	£240.00	Audit Fee
HMRC	£168.48	PAYE NI
Rob Thurston	£772.50	Security Gates (Matched funding to be obtained from WCC and SNDC)