

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 27 March 2023 at 7.30pm

at the Waveney Room Wortwell Community Centre Members of the public are welcome 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 will be adjourned for 10 minutes to permit Public participation

2. **Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meeting held on 27 February 2023

3. **Reports: All to be circulated in advance please:**

3.1. Chairman

3.2. District and County Councillor

3.3. Parish Councillor

3.4. Recycling Centre, Defibrillator and Playground Inspections

3.5. **Clerk and RFO report**

3.5.1. Update on Street Lighting

3.5.2. **Contracts:**

3.5.2.1. Excite Solutions - new contract terms and work plan

3.5.2.2. Annual Insurance Renewal

3.5.2.3. Norfolk Parish Training Support - annual license fee due 1st April £337.73

3.5.2.4. NALC - annual license fee due 1st April - not yet received

3.5.2.5. T T Jones Electrical - Street Lighting Maintenance contract renewal

3.5.2.6. James Shore Web Development - invoice 0053 annual domain renewal

3.5.2.7. Earmarked funds for Skip hire and other clearance jobs

3.5.2.8. New Dog Bin – siting has to be on Parish Land or with permission

3.5.3. Accounts for Payment

3.5.4. Cashbook and Barclays Bank update on accounts

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- 3.5.5. VAT Return
- 3.5.6. Audit 2022/23 Accounts - appointment of new auditor Christine Hall and fee £102
- 3.5.7. Annual Parish Council Meeting -24/4/23 -
 - 3.5.7.1. preparation of draft 22/23 year end accounts
 - 3.5.7.2. How to raise profile in village for attendance
- 3.5.8. Elections 4/5/23 - nominations and process update - next steps

4. Open Spaces Working Party Update

- 4.1. ROI Pavillion and how to make secure

- 5. **SNDC VCP** South Norfolk District Council Village Cluster Plan - kiv updates
- 6. **Litter Pick** Wednesday 5 April
- 7. **King Charles III Coronation 6-8 May** - Joint initiative with Events Team at Wortwell Community Centre
- 8. **Planning Applications:** Householder application 2023/0455 -Two storey extension and single storey rear extension 9 High Road Wortwell
- 9. Meeting will be adjourned to permit public participation:
- 10. **NEXT MEETINGS:**

24 April - Annual Parish Meeting

15 May - Annual General Parish Meeting - note the earlier date please.

NOTE - Due to the May Parish Elections all current councillors will step down from their positions after the April Meeting. Following the Election result new appointments will be made. The May meeting will appoint a Chair and other positions at this meeting which must take place within a prescribed period post election. The May meeting will therefore be two weeks earlier in the month than normal.

Where there are more nominations than seats the election will deliver the result for the new Council going forwards

Where there are sufficient or less nominations than seats there will be no election and the councillors wishing to resume their seats will do so uncontested.

We should be advised by circa 5 April what the position is.

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ACCOUNTS FOR PAYMENT

March 2023

HMRC M12	PAYE NI	£186.59	ref FPO23/35
Norfolk Parish Training Support		£337.73	ref FPO24/01
Norfolk ALC Annual Membership fee		£179.63	ref FPO 24/0
James Shore Email domain annual fee		£159.00	ref FPO 24/02
Wortwell Community Centre Room hire		£100.00	ref FPO 23/34
Wortwell Community Centre donation for Coronation		£200	ref FPO 23/33
Wortwell Old Playing Field Account	Transfer to Current Account		
Pavilion roof		£6336.00	ref FPO 23/36