

WHINBURGH & WESTFIELD PARISH COUNCIL

6 October 2016

Members of the public are invited to attend a Meeting of Whinburgh & Westfield Parish Council to be held in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh, on Tuesday, 18 October 2016 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, ask questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda.
5. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 20 September 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [11] **Westfield dog waste bin.** Councillors Terry and Hansell have now placed this in position, and the Clerk has asked Breckland to add it to the emptying schedule.
 - 6.2. [13] **Pavilion.** Councillor Makinson has arranged for the exterior of the Pavilion to be cleaned.
 - 6.3. [15] **Broadband.** The Clerk attended the Pavilion so that BT could install the telephone line, and he was able to confirm that this was working. However, BT had not done the necessary switching in the exchange to provide broadband access, so it still needs to be confirmed whether this had been connected yet.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Fields in Trust: *Impact Report 2015.*
 - 7.2. Barclays Bank Plc: *Savings interest rates are reducing.*
 - 7.3. Mr M L Hindle: *Re Steggs Lane.*
 - 7.4. Barclays Bank Plc: *Your Community Account statement - 1-30 September 2016.*
 - 7.5. Barclays Bank Plc: *Your Active Saver Account statement - 1-30 September 2016.*

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.

8.1. **3PL/2016/1099/O: Westwood Stud, Dereham Road, Westfield.** Application to Erect 7 dwellings. (Extension of response deadline to 21 October agreed.)

9. **To consider** making a response to the consultation on the Breckland Local Plan Preferred Sites and Settlement Boundaries proposals.

10. **To receive** a document giving legal advice on the Government's proposals for *Precept Consultation* from the Norfolk Association of Local Councils and **to consider** responding to the Government's Technical Consultation Paper on *The 2017/18 Local Government Finance Settlement* as a result.

11. **To note** that under the Pensions Act 2008 the Council must put staff who (a) earn over £192 per week (or £833 per month), (b) are aged 22 or over, and (c) are under state pension age, into a pension scheme and pay into it ('automatic enrolment') and that the Council's staging date is 1 April 2017. The Clerk does not meet all of these criteria, but could ask to join a pension scheme, and within six weeks after the staging date the Council must write to ask him to tell the Council in writing if he wants to do this. Within five months after the staging date the Council must complete an on-line declaration of compliance.

12. Finance.

12.1. **To note** that on 30 September 2016 Extraenergy collected £3.32 (£3.16 + £0.16 VAT) from the Council's account in settlement of invoice no. 14705607 for electricity supplied. This was based on their usual over-estimate, but the Clerk has now submitted up to date readings, and received an amended invoice no. 15535854 which shows that as a result the account is now 1p in credit. We are advised to submit readings on a monthly basis.

12.2. **To approve** payment of £80.00 to Councillor Makinson in reimbursement for her having paid for the Pavilion gutters to be cleared and the windows and exterior walls to be cleaned.

12.3. **To receive** the monthly Financial Report.

13. **To decide** on any matters for consideration at next meeting.

14. **To confirm** the date of the next meeting as Tuesday, 15 November 2016 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 13 December 2016

Tuesday, 20 February 2017

Tuesday, 17 January 2017

Tuesday, 20 March 2017

Tuesday, 15 November 2016

Meetings will only be called if there is business to discuss which cannot wait until the following scheduled meeting date.