

WHINBURGH & WESTFIELD PARISH COUNCIL

15 March 2017

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, 21 March 2017 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, 21 February 2017.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. **Leylandii trees in Boyd Avenue gardens overhanging Westfield Road, Toftwood.**
The Clerk reported this, and has been told, "This problem has already been reported and action identified to resolve the issue."
7. **To receive** Correspondence (available at the meeting).
 - 7.1. *Clerks & Councils Direct* - March 2017.
 - 7.2. The Pensions Regulator: *Get ready now: your staging date is 1 April 2017.*
 - 7.3. Barclays Bank Plc: *Your Community Account Statement* - 1-28 February 2017.
 - 7.4. Barclays Bank Plc: *Your Active Saver Account Statement* - 31 December 2016 - 28 February 2017.
 - 7.5. Society of Local Council Clerks: *S137 Expenditure: Limit for 2017/18.*
 - 7.6. National Association of Local Councils: *Parish Precepts.*
 - 7.7. Norfolk Constabulary: *Dereham, Swaffham & Watton Parish Newsletter.*

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.** Erection of 3 dwellings (outline) (Amended description). Refusal of Planning Permission dated 9 March 2017.
 - 8.2. **3PL/2017/0240/HOU: Westwood Stud, Dereham Road, Westfield.** Application for a Proposed 2 bay garage/carport.
9. **To note** that the grant application to the Norfolk Village Halls Fund has been successful, that the Funding Agreement form has been signed and returned, and that payment of £407.00 should shortly be made into the Council's Account. Note: this is less than the £487.80 stated at the last meeting, as that figure included VAT, which of course, the Council is able to reclaim.
10. **To consider** approaching Anglian Water and asking about the possibility of getting mains sewerage in the parish.
11. **To receive** an update from Councillor Stevens with regard to the Whinburgh Village Sign, and **to agree** how to proceed.
12. **To note** that the Clerk has arranged to switch the supplier of the Pavilion electricity away from ExtraEnergy to NPower, with effect from the expiry of the present contract on 28 May 2017, and to sign a direct debit authority for payments of the account. **Note:** NPower is able to make use of the Smart Meter installed in the Pavilion some time ago, and so it should no longer be necessary for the Clerk to send in meter readings, or for bills to be estimated.
13. **Finance.**
 - 13.1. **To approve** payment of £111.71 (£93.09 + £18.62 VAT) to the Begley Electrical in settlement of invoice 5064 for replacing the lamp in the Pavilion WC.
 - 13.2. **To note** that the Information Commissioner's Office will collect £35.00 from the Council's account by direct debit on or around 26 April 2017, being the annual registration fee under the Data Protection Act.
 - 13.3. **To sign** a direct debit authority to BT to allow them to collect payments relating to account no. VP70734770
 - 13.4. **To receive** the monthly Financial Report.
14. **To decide** on any matters for consideration at next meeting.
15. **To confirm** the date of the next meeting as Tuesday, 18 April 2017 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 18 April 2017	Tuesday, 15 August 2017	Tuesday, 19 December 2017
Tuesday, 16 May 2017*	Tuesday, 19 September 2017	Tuesday, 23 January 2018
Tuesday, 20 June 2017	Tuesday, 17 October 2017	Tuesday, 20 February 2018
Tuesday, 18 July 2017	Tuesday, 21 November 2017	Tuesday, 20 March 2018

* Annual Parish Meeting and Annual Meeting of the Parish Council

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