

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 17 October 2017 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Roland Terry (Chairman) Nick Anema, William Downes, Mark Hansell, Pat Makinson, Simon Whiteley. Julian Gibson (Clerk)

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public Participation Session.**
 - 4.1 The applicant for Agenda item 8.2 was present with his architect, explained the reasons behind his application and answered questions from Councillors.
 - 4.2 The Clerk reported that he had received a phone call from a parishioner who had seen a survey being carried out on land between Shop Street and Church Road, and was concerned that this might be related to a prospective major planning application. The Clerk was able to assure him that he had heard nothing official, but Councillors felt that this was more likely to be the new owner of the land in question finding out exactly what he had bought.
- 5 **Minutes.** The minutes of the meeting held on Tuesday, 19 September 2017 were **confirmed and signed.**
- 6 **Matters arising.**
 - 6.1 [10] **Former Highway Surveyor's Land, Whinburgh.** The Clerk reported that he had received an email from a different prospective purchaser of Sycamore Cottage, who said they had been advised that the HSL was owned by the Parish Council. They intended to install a garage at the end of the garden, and would like to purchase the HSL so they could gain easier access. The Clerk disabused them about ownership of the land, directing them to Breckland Council, but asked to be kept informed.
 - 6.2 [13] **Green store.** Councillor Whiteley reported that this has now been removed without the need for any payments. He asked that for a gesture of thanks to those who helped with this be considered at the next Council Meeting, and the Chairman pointed out that the hire charges for the Pavilion were due to be on the next agenda, and this could be incorporated into that policy.
 - 6.3 [12] **Whinburgh Village Sign.** Councillor Whiteley reported that the trustees of the defunct Whinburgh Community Association had agreed that, when they had paid for the bench which they are looking to have installed at Whinburgh church, their remaining funds (some £2,000) would be given towards a new Sign.
- 7 **Correspondence.** The following correspondence was **received.**
 - 7.1 Barclays Bank Plc: *Your Business Accounts - at a glance.*
 - 7.2 Barclays Bank Plc: *Your Community Account statement - 1-29 September 2017.*
 - 7.3 Barclays Bank Plc: *Your Active Saver account statement - 1-29 September 2017.*
- 8 **Planning.**
 - 8.1 **3PL/2017/1150/O: Chapel Farm, Dereham Road, Whinburgh.** Application for Residential Development (three dwellings and garages) (re-submission). It was **noted** that after consultation with six Councillors, the Clerk has responded using his

delegated powers objecting on the same grounds as applied to application 3PL/2017/0386/O.

8.2 **3PL/2017/1162/O: Westwood Stud, Dereham Road, Westfield.** Application for Proposed development of 3 dwellings. It was **resolved** that the Council objected on the grounds that (a) it was overdevelopment in that it put a housing estate in a rural setting, (b) Westfield is a ribbon, straight-line village, and so the estate-style format was completely out of character with the local street scene, (c) the Council had objected on similar grounds to the development at Chapel Farm, Whinburgh, Breckland Council had supported this view when it refused permission, and there was a need to be consistent.

8.3 **3PL/2017/1242/O: Willow Cottage, Dereham Road, Westfield.** Application for Two new dwelling/plots and access road. It was pointed out that the photographs allegedly of Lolly Moor were probably not taken there, that Old farm is not a Farm Shop, and that to say that it was a 15 minute walk to the Toftwood Co-op was disingenuous, as half that walk is on a single track road with no footway. It was **resolved** that the Council objected on the grounds that (a) it was overdevelopment, (b) Westfield is a ribbon, straight-line village, and so the back-building format was completely out of character with the local street scene, (c) the Council had objected on similar grounds to the development at Chapel Farm, Whinburgh, Breckland Council had supported this view when it refused permission, and there was a need to be consistent.

9 **Children's Play and outdoor sports.** An email from Breckland Council advising that it is holding £3,283 collected from developers under policy DC11 of the Adopted Core Strategy, which is available to parishes within the Upper Yare Cluster Group (Yaxham, Whinburgh & Westfield, Garvestone and Hardingham) to support projects which will provide or enhance children's play areas or outdoor sports provisions, was **received**. Whilst it was considered that the deadline was too close to actually put together an application at this time, it was **agreed** that the Clerk would gather some information so that a project could be held 'on the shelf' for submission when further funds became available.

10 **Neighbourhood Watch.** It was reported that parishioners had been expressing an interest in the resurrection the Neighbourhood Watch scheme in Whinburgh. Whilst this is not a Parish Council responsibility, Councillor Whiteley agreed to make enquires with Norfolk Constabulary, and then see if he could identify a parishioner who would be prepared to work to re-establish this.

11 **Finance.**

11.1 **Training.** It was **resolved** that cheque number 100740 for £6.25 to SLCC Norfolk be signed, being this Council's share of the cost of the Clerk attending the Autumn Conference on 2 November 2017. (*Local Government Act 1972 s.111*)

11.2 **Pavilion.** It was **resolved** that cheque number 100741 £5.00 to Councillor Terry be signed, in reimbursement for his having purchased signs directing people to the Council's bottle bank at *The Mustard Pot*. (*Local Government Act 1972 s.111*)

11.3 **Pavilion.** It was **noted** that nPower had issued a credit note for £24.93 (£23.74 + £1.19 VAT) to cancel the previous bill paid on 19 September, and issued a new invoice for the period 29 May to 11 September for £35.79 (£34.09 + £1.70 VAT), and that as a result on 3 October 2017 they collected a net payment of £10.86 (£10.35 + £0.51 VAT). As the Clerk was away from home he did not see the paper advice, and as a result the direct debit took the Council's Barclays Community Account slightly overdrawn. The Clerk has contacted nPower, and found that they do not issue email notice of their intention to collect a direct debit, but only paper versions sent by post.

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

Normally bills will be quarterly, but in this instance, as they received a meter reading within their “charging period” they recalculated the bill and collected an additional sum. They have agreed that, if Barclays make any charges as a result, they will credit the Council’s account accordingly if the Clerk writes and encloses copies of the bank statements. The Clerk has corrected the situation by transfer from the Active Saver Account, and in future will leave a safety margin in the Community account. (*Local Government Act 1972 s.111*)

11.4 **Credits.** Receipt of the following credit was **noted**:

11.4.1 Precept £3,000.00 & Revenue Support Grant £62.00 paid by Breckland Council.

11.5 **Monthly Financial Report.** The report for the month ending 30 September 2017 was **received**.

12 Matters for consideration at next meeting.

12.1 Pavilion/Playing Field hire fees.

12.2 Whinburgh Village Sign.

12.3 Clerk’s annual appraisal.

12.4 Maintenance of the burial grounds in the parish.

12.5 Grass cutting.

12.6 Highway Surveyor’s Land, Garvestone.

13 Next meeting. The next meeting of the Parish Council was **confirmed** as **Tuesday, 21 November 2017**, at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Confirmed:

.....

Roland Terry, Chairman

21 November 2017

Possible Future Meeting dates:

Tuesday, 21 November 2017

Tuesday, 20 February 2018

Tuesday, 19 December 2017

Tuesday, 20 March 2018

Tuesday, 23 January 2018

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