

WHINBURGH & WESTFIELD PARISH COUNCIL

16 January 2018

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, 23 January 2018 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 no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. 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, 19 December 2017.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [4.2] **Culvert under Dereham Road, Westfield.** as promised, the Clerk did chase County Councillor Cliff Jordan. His Assistant reported that she had forwarded the matter on to Ben Rayner and Peter Thompson, Highway Engineers, asking them to update Councillor Jordan and advise the Clerk accordingly. As he has heard nothing, the Clerk has chased again.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. National Employers for Local Government Services: *Local Government Pay 2018.*
 - 7.2. Breckland Council: *Former Highways Surveyors Land, Whinburgh* - Receipt for copy correspondence.
 - 7.3. HM Revenue & Customs: *Letter advising "we need to update some of our older IT systems", which will affect those like this Council who make claims using form VAT126,*

but providing no information about what the affect will be. They will write again nearer the time.

- 7.4. *Clerks & Councils Direct - January 2018.*
 - 7.5. *Barclays Bank Plc: Your Community Account Statement - 1-29 December 2017.*
 - 7.6. *Barclays Bank Plc: Your Active Saver Account Statement - 1-29 December 2017.*
 - 7.7. *National Association of Local Councils: Open letter to Councillors from Chairman of NALC.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2017/1472/F: Lowdells House, Shop Street, Whinburgh.** Application for 2 new detached 4-bedroom dwellings with detached double garages. (Extension in the Council's response date to 25 January 2018 agreed.)
 - 8.2. **3PL/2017/1618/HOU: 2 Corner Cottage, Shop Street, Whinburgh.** Application to Demolish existing conservatory & replace with a larger more permanent garden room.
 - 8.3. **3PL/2015/1490/O: Land off Shipdham Road, Westfield Road and Westfield Lane.** Residential development for a minimum of 291 dwellings, link roads, open space and recreational space. **To note** that this application was considered by Breckland Council at its Planning Committee on 15 January 2018, and Planning Permission was refused (yet to be formally confirmed in writing).
9. **To consider** amending the Conditions of Hire of the Pavilion or Playing Field to the effect that occasional one-off bookings for events which are for the benefit (financial or otherwise) of the Parishioners should be free of charge, at the discretion of the Clerk after consultation with the Council Chairman and at least one other Councillor.
10. **To receive** an update from Councillor Anema concerning making the entrance to the Former Highway Surveyor's Land, Garvestone, more secure.
11. **Finance.**
- 11.1. **To note** that on 30 December 2017 (or shortly after) BT will collect £43.08 (£35.90 + £7.18 VAT) in settlement of invoice no. M011 20, for telephone & broadband services.
 - 11.2. **To note** receipt of the following credits:
 - 11.2.1. Interest: £17.51 from Barclays Bank.
 - 11.3. **To receive** the monthly Financial Report.
12. **To decide** on any matters for consideration at next meeting.
13. **To confirm** the date of the next meeting as Tuesday, 20 February 2018 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 20 February 2018	Tuesday, 19 June 2018	Tuesday, 13 November 2018
Tuesday, 20 March 2018	Tuesday, 17 July 2018	Tuesday, 11 December 2018
Tuesday, 17 April 2018	Tuesday, 14 August 2018	Tuesday, 15 January 2019
Tuesday, 15 May 2018	Tuesday, 18 September 2018	Tuesday, 19 February 2019
	Tuesday, 16 October 2018	Tuesday, 19 March 2019

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