

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 16 October 2018 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Roland Terry (Chairman), Nick Anema (from item 6), Bob Brace, 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 A number of members of the public were present to express their objections to a Planning Application at Manor Farm, Whinburgh, which had arrived after the publication of the current agenda. They expressed concerns about the increase of traffic this would cause at the blind junction with Shop Street/Westfield Road, the increased risk of flooding which would be caused by these two additional dwellings. They also said that, in an area of intensive farming, this site was a wildlife haven which further development would destroy. The Chairman advised the members of the public that the Council would be considering its response to the application at its next meeting, but that they should also make their concerns known to Breckland Council. An additional Meeting was being arranged on 6 November to allow the Council to agree its response to this and other applications received recently.

4.2 The Chairman advised the meeting that he had received an apology from District Councillor Pablo Dimoglou for not having been able to attend Council Meetings recently. The Clerk had asked him to investigate the large number of applications for additional dwellings at Westwood Stud, and will especially invite him to attend the meeting on 6 November.

4.3 It was reported that the fire service attending a fire on the railway embankment had said that they felt there was a lack of water pressure. However, fortuitously, Councillor Whiteley said he had that day met a team who were checking hydrants, who reported that all those in Whinburgh were operating at an adequate level, but he would raise the matter.

5 Minutes. The minutes of the meeting held on Tuesday, 18 September 2018 were **confirmed** and **signed**.

At this point Councillor Anema arrived and apologies for being late. Councillor Anema said he had a Disclosable Pecuniary Interest in the land which was the subject of item 8.3 and would leave the room for the discussion and vote on that matter.

6 Matters arising.

6.1 [7.2, Minutes of 15 May 2018] **Highways matters.** Ben Rayner, NCC Highways Engineer (who is moving on, and will be replaced by John Cotton at the end of October) has given the following update on outstanding issues:

7.2.1 **Overhanging trees near corner of Shop Street.** This work has been ordered and should be completed by the end of November.

7.2.2 **Flooding on Shop Street.** A scheme has been placed on NCC's Highways system for possible inclusion in next year's programme of works which would aim to alleviate the flooding along Shop Street.

- 7.2.3 **Gullies on B1135 just past Horseshoes.** Work has been ordered and will be finished the end of October).
- 7.2.4 **Chevron sign on bend leading towards rail-bridge.** A new chevron is now in place.
- 7.2.5 **Repeater 40 mph sign opposite The White House near junction with Church Road.** This has now been ordered.
- 7.2.6 **Pot hole just before rail bridge.** This has now been repaired.
- 7.2.8 **Junction of Shop Street, Westfield Road, Whinburgh and track leading to Manor Farm.** Work to clean out the gullies has been ordered and will be finished by the end of October.
- 7.2.12 **Leylandii near Toftwood.** At the moment Highways does not see a safety issue with these hedges and the work that has been done already has opened the road up to what was required.
- 7.2.13 **Junction at Bird's Corner, Shipdham.** Replacement finger-post direction arms have been ordered and will in situ by the end of November.
- 6.2 [4.1] **Fence on verge of Church Road.** The Clerk has reported this, and NCC Highways say they are “investigating the problem”\.
- 6.3 [4.3] **Culvert under Toftwood Road.** The Highway Engineer has said he is investigating why the original work regarding the sandbags under this culvert has not been completed. The Clerk has advised him of the further damage.
- 6.4 [6.2] **Verge on west side of road, just south of The White House, Westfield.** The Highways Engineer said that he would promptly take action, by informing Breckland and arranging for one of his staff to visit to see if he can gather any information as to who was responsible.
- 6.5 [9.4] **Planning at Westwood Stud.** Breckland Planning have now explained in detail what the small changes to the original application were, albeit this is too late. The Clerk has pointed out that in the main these are small errors concerning the original application (e.g. the description was amended to “accurately reflect what was being applied for”) which really should have been picked up and corrected as part of the validation process.
- 6.6 [11] **Land off Church Road, Whinburgh.** Breckland Council Enforcement says it has closed off this case, based on legal advice. They seem to have ignored the follow up letter sent subsequently. The Clerk will report the appearance of what appears to be a hedge planted on the verge to NCC Highways.
- 6.7 [16] **Policy documents.** In addition to the documents listed, the Clerk has uploaded the Council’s Equal Opportunities Policy on the website.
- 6.8 [14] **Dog Waste Bin in Westfield near entrance to Lolly Moor.** Councillor Anema said that he would be meeting Norfolk Wildlife Trust on 7 November, and would ask for their view on the location of the bin.

7 Correspondence. The following correspondence was **received**.

- 7.1 Royal Mail: *Scam Mail*.
- 7.2 Barclays Bank Plc: *Your Business accounts – at a glance – on 28 September 2018.*
- 7.3 Barclays Bank Plc: *Your Community account – 1-28 September 2018.*
- 7.4 Barclays Bank Plc: *Your Active Saver account – 1-28 September 2018.*
- 7.5 HM Revenue & Customs: *New online service to claim a VAT refund as an organisation not registered for VAT (known as a VAT126 claim).*

8 Planning.

- 8.1 **3PL/2018/0213/HOU: Springfield, Shop Street, Whinburgh.** Erection of two bay cart lodge to provide undercover parking. Planning Permission dated 27 March 2018 was **received**.
- 8.2 **3PL/2018/0186/HOU: Chapel Farm, Dereham Road, Whinburgh.** Two storey rear extension. Planning Permission dated 27 March 2018 was **received**.

Councillor Anema left the meeting.

- 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. Amended proposal to include demolition of existing railway bridge at Westfield Lane and construction of a replacement two-way railway bridge (instead of traffic signalling works at the junction of South Green and Tavern Lane). It was **resolved** that the Council still objected strongly, on the grounds of traffic, intrusion into the countryside, and all issues quoted previously.

Councillor Anema rejoined the meeting.

- 9 Whinburgh Bowls Club.** A letter from the Club advising that it was leaving the Green with immediate effect was **received**. The members will remove the equipment and the brown shed as soon as possible. The Clerk was asked to write expressing regret, and asking for the pavilion keys to be returned. The Chairman said that the Council would consider what to do with the area at a future meeting. One suggestion made was that it might be made into a croquet lawn.
- 10 Former Highway Surveyor's Land and Whinburgh Parochial Charities Land, Garvestone.** It was reported that Councillor Anema, with assistance from Councillors Whiteley and Hansell, had made an excellent start with the work needed to make these two plots rentable, and the Chairman thanked them for this.
- 11 Play Equipment.** The necessary work will be done soon.
- 12 Hedge behind pavilion.** This will be cut back when the leaves have fallen...
- 13 Whinburgh Village Sign.** County Councillor Connolly advised the meeting that he was making funding of up to £4,000 available from his Member's Allowance to fund the manufacture and installation of a replacement Sign on the B1135. The Chairman thanked him on behalf of the Parish, and the Clerk will set this in motion.
- 14 Finance.**
- 14.1 **Clerk's salary.** It was **resolved** that cheques numbered 100780 & 100781 totalling £445.73 (1 July 2017 to 30 September 2018 back-pay following increase in hours: £380.73; payment for use of home as office: £65.00) to the Clerk and HM Revenue and Customs be signed. (*Local Government Act 1972 s. 112(2)*)
- 14.2 **Pavilion & Playing Field.** It was **resolved** that cheque number 100783 for **To approve** payment of £35.00 to Councillor Terry be signed, in reimbursement for his having paid invoice no. 102 from BM Cleaning Services for the cleaning of the Parish Pavilion. (*Public Health Act 1875 s.164 & Local Government Act 1972 Sch. 14 para. 27*)
- 14.3 **Telephones.** It was **noted** that on 30 September 2018 BT collected payment of £44.76 (£37.30 + £7.46 VAT) in settlement of invoice no. M020, for telephone & broadband services. (*Local Government Act 1972 s.111*)
- 14.4 **Pavilion & Playing Field.** It was **noted** that nPower has now accepted the meter reading submitted by the Clerk was accurate, and as a result of their over-estimating

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

on the last bill, made a correction which left our account with them £50.71 in credit. It was also **noted** that, following this, on 9 October 2018 nPower collected £18.16 (£17.30 + £0.86 VAT) in settlement of their invoice dated 20 September 2018, for electricity supplied. (*Local Government Act 1972 s.111*)

14.5 **Credits.** Receipt of the following credit was **noted**: Precept £3,425.00 and Revenue Support Grant £31.00, from Breckland Council.

14.6 **Monthly Financial Report.** The report for the month ending 30 September 2018 was **received**.

15 **Matters for consideration at a future meeting.** Budget and Precept for 2019/20 required by Breckland Council by 31 January 2019.

16 **Next meeting.** In view of the number of planning applications received recently which the Council had been unable to discuss at this meeting, it was **agreed** that an additional meeting would be held on Tuesday, 6 November **2018**, at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh, just to consider those matters.

Confirmed:

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Roland Terry, Chairman

13 November 2018

Possible Future Meeting dates:

Tuesday, 13 November 2018

Tuesday, 11 December 2018

Tuesday, 15 January 2019

Tuesday, 19 February 2019

Tuesday, 19 March 2019

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