

# WHINBURGH & WESTFIELD PARISH COUNCIL

11 August 2015

**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 August 2015 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. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 21 July 2015.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [4.3] **Chapel Farm, Dereham Road, Whinburgh.** Breckland Council has confirmed that no planning application has been submitted and that it will investigate the complaint.
7. **To receive** Correspondence (available at the meeting, and to be circulated subsequently).
  - 7.1. Barclays Bank Plc: *Advance notification of charges.*
  - 7.2. M L Hindle Esq.: *Letter re trees on former Highway Surveyor's Land, Steggs Lane.*
  - 7.3. HM Revenue & Customs: *Outstanding expenses and benefits forms P11D and P11D(b): you need to act now to minimise or avoid penalties.*
  - 7.4. Barclays Bank Plc: *Your Community Account Statement - 1-31 July 2015.*
  - 7.5. Barclays Bank Plc: *Your Active Saver Account Statement - 1-31 July 2015.*
8. **To receive** Planning Applications, planning decisions and correspondence (including those detailed below), and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2015/0539/F: The White House Farm, Whinburgh Road, Westfield.** Conversion of existing outbuilding to residential annexe. Planning Permission dated 24 July 2015.

- 8.2. **3PL/2015/0540/F: The White House Farm, Whinburgh Road, Westfield.** Application for Erection of detached garage/store building. (Extension of response date to 19 August agreed.)
- 8.3. **3PL/2015/0668/F: Follyfoot, Dereham Road, Westfield.** Application for Removal of condition 3 on 3PL/2003/0832/F (Personal to applicant). Planning Permission dated 28 July 2015.
9. **To consider** co-opting Mr. John Stevens to fill the vacancy on the Council (resulting from there being insufficient nominations at the recent election).
10. **To note** that the Playing Field hedges have again been cut, financed by a generous parishioner.
11. **To receive** the RoSPA Play Area Safety Inspection Report dated 23 June 2015, and **to determine** any action necessary.
12. **To agree** that under the Public Bodies (Admission to Meetings) Act 1960, s. 1(2) the press and the public be excluded from the meeting for the next item, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
13. **To receive** an update on the situation regarding the registration of the Former Highway Surveyor's Land near Garvestone, and **to agree** any further action required.
14. **Finance.**
- 14.1. **To approve** payment of £75.00 to Breckland Council in settlement of invoice no. 767412 for the uncontested election on 7 May 2015.
- 14.2. **To approve** payment of £78.00 (£65.00 + £13.00 VAT) to Playsafety Limited in settlement of invoice no. 018416 for inspection of the play area.
- 14.3. **To receive** the monthly Financial Report.
15. **To decide** on any matters for consideration at next meeting.
16. **To confirm** the date of the next meeting as Tuesday, 15 September 2015 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 15 September 2015	Tuesday, 15 December 2015	Tuesday, 16 February 2016
Tuesday, 20 October 2015	Tuesday, 19 January 2016	Tuesday, 15 March 2016
Tuesday, 17 November 2015		

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