

# WHINBURGH & WESTFIELD PARISH COUNCIL

10 November 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, 17 November 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 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, 20 October 2015.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [9] **Park benches.** The Clerk has arranged for the benches to be added to the Council's insurance policy. The additional premium will be £3.65, but this will be deferred until the next renewal date on 1 June 2016.
7. **To receive** Correspondence (available at the meeting).
  - 7.1. Norfolk County Council: *Re-imagining Norfolk - Strategic and financial planning 2016/2019.*
  - 7.2. UK Power Networks: *Wayleave payment.*
  - 7.3. Norfolk County Council: *Norfolk Minerals Site Specific Allocations Development Plan Document (DPD): Single Issue Review of Silica Sand - Preferred Options Document.*
  - 7.4. *Clerks & Council Direct - November 2015.*
  - 7.5. Came & Company Local Council Insurance: *Insurance policy amendment.*
  - 7.6. Norfolk Association of Local Councils: *Notice of AGM and Constitution changes.*
  - 7.7. Breckland Council: *Parish Precept Requirement 2016-17.*
  - 7.8. Breckland Council: *Parish Grant Allocation 2016-17 to 2019-20.*
  - 7.9. Breckland Council: *Guidance for setting parish/town precepts 2016/17.*

- 7.10. Barclays Bank Plc: *Your Community Account Statement* - 1-30 October 2015.
  - 7.11. Barclays Bank Plc: *Your Active Saver Account Statement* - 1-30 October 2015.
  - 7.12. Barclays Bank Plc: *Your complaint - Paper statements* - including £75.00 compensation payment.
  - 7.13. Martin Simons: *re Planning Application, Shop Street, Whinburgh.*
  - 7.14. Norfolk County Council: *Better Broadband for Norfolk Information Sheet 22* - 3 November 2015.
  - 7.15. Breckland Councillor Philip Cowen: *Broadband.*
  - 7.16. Clayland Architects: *Proposed 4 houses on land at Westwood Stud.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2015/1224/O: Shop Street, Whinburgh.** Outline planning application for two new dwellings on land at Shop Street, Whinburgh. (Extension in response deadline to 19 November agreed.)
  - 8.2. **3PL/2015/1264/F: Westwood Stud, Dereham Road, Westfield.** Application for Erection of 4 no. dwellings.
9. **To receive** an update on the current situation with the Neighbourhood Watch, and **to agree** any action required.
10. **To consider** making a request for the 40 mph speed limit in Shop Street and Church Road to be reduced to 30 mph.
11. **To consider** authorising the Clerk to investigate the cost of having PIR lighting installed along the path from the Playing Field gate to the Parish Pavilion, and to apply for a grant from Awards for All to cover the cost.
12. **To receive** a report from Councillor Anema into the cost of installation of a water meter in the Pavilion, and **to consider** authorising him to proceed.
13. **To receive** an update on progress with getting the Bowls Club to sign the license to use part of the Playing Field and other matters, and also with regard to them paying the fee technically due at the end of September, and invoiced on 16 October.
14. **Finance.**
- 14.1. **To approve** payment of £961.20 (£801.00 + £160.20 VAT) to Realise Futures in settlement of their invoice no. SINV23028, for the purchase of two 1800mm park benches, and associated fixings and plaque out of the Other budget line (as it is not anticipated that the £300 in this budget will be needed for fencing at the Westfield Highway Surveyor's Land), and **to agree** to vire £435 from contingency to this line to cover the bulk of the cost.
  - 14.2. **To approve** payment of £505.00 to Neville Lake in settlement of his invoice dated 22 October 2015 for grass cutting on the Playing Field for the 2015 season.
  - 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 December 2015 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 15 December 2015	Tuesday, 16 February 2016
Tuesday, 19 January 2016	Tuesday, 15 March 2016

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