

# WHINBURGH & WESTFIELD PARISH COUNCIL

12 January 2016

**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, 19 January 2016 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.
5. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 15 December 2015.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [4.3, Minutes of 21 July 2015] **Chapel Farm, Dereham Road, Whinburgh.** The Breckland Planning Enforcement Manager says that he is conducting further research into the history of the site. It may be that the swimming pool is within the cartilage of the dwelling house and therefore that the building contracted over it falls under Permitted Development. He will let the Council know his decision in due course.
7. **To receive** Correspondence (available at the meeting).
  - 7.1. Breckland Council: *Queen's 90<sup>th</sup> Birthday Grant Scheme.*
  - 7.2. ExtraEnergy: *Electricity bill* - 18 August - 17 November 2015.
  - 7.3. Barclays Bank Plc: *Your Community Account statement* - 1-31 December 2015.
  - 7.4. Barclays Bank Plc: *Your Active Saver Account statement* - 1-31 December 2015.
  - 7.5. Barclays Bank Plc: *Your complaint to Barclays - Keeping you updated* - We are looking at this again (A3424356).
  - 7.6. Barclays Bank Plc: *Your complaint - Signature Mandate* - We're unable to re-open our investigation (A3424356).
  - 7.7. UK Power Networks: *Wayleave remittance advice.*

7.8. *Clerks & Council Direct* - January 2016.

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2015/1241/F: Plot 7, Priors Field, Yaxham Waters, Dereham Road, Yaxham.** Application for Stationing of Holiday Lodge (caravan). (Extension in deadline until 21 January agreed.)
  - 8.2. **3PL/2015/1411/O: Land Adjacent Wesley House, Dereham Road, Westfield.** Application for Erection of 3 no. dwellings. (Extension in deadline until 21 January agreed.)
  - 8.3. **3PL/2015/1429/F: Land Adjacent Sundance, Shop Street, Whinburgh.** Application for Erection of dwelling with attached double garage. (Extension in deadline until 21 January agreed.)
  - 8.4. **3PL/2015/1416/O: Overdunit, 4 Fieldings Drive, Yaxham.** Application to Erect dwelling and garage. (Extension in deadline until 21 January agreed.)
  - 8.5. **3PL/2015/1473/F: Land affronting Dereham Road, Shipdham.** Application for Alterations and extension of existing farm building to form one dwelling.
  - 8.6. **3PL/2015/1490/O: Land off Shipdham Road, Westfield Road and Westfield Lane.** Application for outline permission for Residential development for a minimum of 291 dwellings, link roads, open space and recreational space.
9. **To note** that the Clerk had noticed that there is an electricity pole and stay on the Playing Field for which the Council was not receiving a wayleave payment, so had reported this to UK Power Networks. As a result this has been added to the existing wayleaves, and back dated for 6 years, Payment will be included with the next due payment in October 2016, and will be in the region of £96.
10. **To receive** the *Breckland Local Plan Preferred Directions Consultation* documents (see <http://consult.breckland.gov.uk> for details), and **to consider** any comments the Council may wish to make.
11. **To consider** applying for a grant from the Queen's 90<sup>th</sup> Birthday Grant Scheme, and organising a *Clean for the Queen* litter-pick.
12. **To consider** any projects which the Council might wish to undertake with the assistance of Section 106 grant funding.
13. **Finance.**
  - 13.1. **To approve** payment of £77.88 (£64.90 + £12.98 VAT) to Viking in settlement of their invoice no. 555490 for stationery.
  - 13.2. **To approve** payment of £118.44 (£98.70 + £19.74 VAT) to Councillor Anema in reimbursement for his having paid MKM Building Supplies in respect of invoices numbered 0037/03104344, 037/03104347, and 0037/03104375) for sand used to embed the matting beneath the play equipment.
  - 13.3. **To note** that ExtraEnergy has collected payment of £59.26 (£56.44 + £2.82 VAT) by direct debit in payment of invoice no. 06517111, for electricity in the Pavilion. This is based on an estimated reading which was considerably in excess of the actual figure. The Clerk has contacted them supplying the correct reading, so a refund is expected in the next bill.
  - 13.4. **To receive** the monthly Financial Report.
14. **To decide** on any matters for consideration at next meeting.

15. **To confirm** the date of the next meeting as Tuesday, 16 February 2016 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 16 February 2016

Tuesday, 19 July 2016

Tuesday, 13 December 2016

Tuesday, 15 March 2016

Tuesday, 16 August 2016

Tuesday, 17 January 2017

Tuesday, 19 April 2016

Tuesday, 20 September 2016

Tuesday, 20 February 2017

Tuesday, 17 May 2016 \*

Tuesday, 18 October 2016

Tuesday, 20 March 2017

Tuesday, 21 June 2016

Tuesday, 15 November 2016

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

\*Annual Parish Meeting and Annual Meeting of the Parish Council.