

WHINBURGH & WESTFIELD PARISH COUNCIL

8 March 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, 15 March 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, 16 February 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. **Former Highway Surveyor's Land, Westfield.** Councillor Hansell's contact has confirmed that the estimate of £4-500 for a Health and Safety check of the trees on this plot is reasonable, so the Clerk has instructed Tom West of Treecreeper to proceed.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Norfolk County Council: *Road closure in Cranworth with diversion route along B1135 and Station Road.*
 - 7.2. County Officer, Norfolk Association of Local Councils: *Letter re. election to Executive Committee.*
 - 7.3. Tower Mint Limited: *HM Queen Elizabeth II 90th birthday commemorative medal for schools and councils.*
 - 7.4. Breckland Council: *National Non Domestic Rate Demand 2016/17.*
 - 7.5. Valuation Office Agency: *Your draft rateable value is coming. You need to register now.*
 - 7.6. *Clerks & Councils Direct - March 2016.*

- 7.7. Norfolk County Council: *The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft 2016: Invitation to make Representations.*
 - 7.8. Barclays Bank Plc: *Your Community Account Statement - 30 January - 29 February 2016.*
 - 7.9. Barclays Bank Plc: *Your Active Saver Account Statement - 30 January - 29 February 2016.*
 - 7.10. Norfolk County Council: *Road closure in Shipdham affecting the C200 Birds Corner from its junction with the A1075 for 980m eastwards, just into Whinburgh & Westfield Parish, with diversion route along B1135 and Station Road.*
 - 7.11. The Pensions Regulator: *Act Now: the law on workplace pensions has changed.*
 - 7.12. The Pensions Regulator: *The essential guide to automatic enrolment.*
8. **To receive** a letter from Breckland Council concerning *Voluntary code - smoke-free areas around children's play areas - Design a Sign competition* and to consider requesting a sign when this is produced.
 9. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
 - 9.1. **3PL/2016/0155/D: Development of Dwelling, Shop Street, Whinburgh.** Application for Erection of 2 dwellings. (Extension of response date to 17 March agreed.)
 - 9.2. **3PL/2016/0243/F: Sunset, Shop Lane (recte Shop Street), Whinburgh.** Application for Demolish bungalow & erection of replacement dwelling.
 - 9.3. **3PL/2015/1473/F: Land affronting Dereham Road, Shipdham.** Alterations and extension of existing farm building to form one dwelling. Planning Permission dated 16 February 2016.
 - 9.4. **3PL/2016/0078/HOU: Ambleside, Dereham Road, Garvestone.** Erection of two storey side extension and associated internal alterations. Planning Permission dated 3 March 2016.
 10. **Finance.**
 - 10.1. **To approve** payment of £13.81 (£11.51 + £2.30 VAT) to Councillor Terry in reimbursement for materials he has bought to erect a barrier between the path to the Parish Pavilion and the ditch.
 - 10.2. **To receive** the monthly Financial Report.
 11. **To decide** on any matters for consideration at next meeting.
 12. **To confirm** the date of the next meeting as Tuesday, 19 April 2016 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 19 April 2016	Tuesday, 16 August 2016	Tuesday, 13 December 2016
Tuesday, 17 May 2016 *	Tuesday, 20 September 2016	Tuesday, 17 January 2017
Tuesday, 21 June 2016	Tuesday, 18 October 2016	Tuesday, 20 February 2017
Tuesday, 19 July 2016	Tuesday, 15 November 2016	Tuesday, 20 March 2017

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.