

WHINBURGH & WESTFIELD PARISH COUNCIL

6 December 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, 13 December 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 November 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [12] **BT account in name of the Council.** A member of staff for George Freeman MP has responded to the Clerk's email asking for his support for the Council's view that BY should accept that the account with them should be in the name of the Parish Council, and not of a person 'Trading As' the Council. Mr Freeman has contacted BT Head Office and is awaiting a response.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Department for Communities and Local Government: *Freedom of Information act 2000 - 2757524* - Response to the Council's request for data to justify the Government's statement that it "is aware that increases in these precepts continue to concern local tax payers and is therefore prepared to consider extending referendums to all parishes." It seems that "the data is not held". The Clerk has asked the DCLG how the Government justified making the statement about concern among local taxpayers if it had no evidence of this.
 - 7.2. Barclays Bank Plc: *Your Community Account statement - 1-30 November 2016.*

7.3. Barclays Bank Plc: *Your Active Saver Account statement* - 1-30 November 2016.

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
9. **To consider** accepting a quote from Neville Lake for grass cutting the playing Field for the 2017 and 2018 season of £500 p.a., plus £10 per application of weed killer on the path and patio area (normally twice a year).
10. **To consider** accepting a quote from Treecreeper Arboriculture for dealing with the high priority work necessary on the Westfield Former Highways Surveyor's land.
11. **To consider** the state of the two village signs, and **to agree** any remedial action necessary.
12. **To agree** a schedule of meeting dates for 2017/18.
13. **Finance.**
 - 13.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,202.30 (salary for 26 September 2016 to 25 December 2016: £938.07; Mileage Allowance Payment for 13 September 2016 to 6 December 2016: £264.23).
 - 13.2. **To approve** payment of £25.98 (Postage & telephones £25.71; VAT £0.27) to the Clerk as reimbursement for items paid on behalf of the Council for 2 September 2016 to 6 December 2016.
 - 13.3. **To note** that on 28 November 2016 Extraenergy collected £25.05 (£23.86 + £1.19 VAT) from the Council's account in settlement of invoice no. 16818538 for electricity supplied. (Note: a recalculation of the previous bill left the account 1p in credit.)
 - 13.4. **To approve** payment of £505.00 to Neville Lake in settlement of his invoice dated 9 November 2016 for grass cutting on the Playing Field for the 2016 season.
 - 13.5. **To approve** payment of £3.32 (£2.77 + £0.55 VAT) to Councillor Terry in reimbursement for his having paid invoice no. 025384 from Everhard Electrical Limited for trunking used to conceal wiring to the broadband router in the Pavilion.
 - 13.6. **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, 17 January 2017 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh. (NOTE: Both the February & March meetings are on 21st, not 20th as previously stated.)

Possible Future Meeting dates:

Tuesday, 17 January 2017

Tuesday, 21 February 2017

Tuesday, 21 March 2017

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