

# WHINBURGH & WESTFIELD PARISH COUNCIL

**Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 15 March 2016 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.**

**Present Councillors: Roland Terry (Chairman), William Downes, Pat Makinson, John Stevens.  
Julian Gibson (Clerk)**

- 1 **Apologies for absence.** It was **resolved** to accept the reason for absence offered by Councillors Anema, Hansell and Whiteley. The Council expressed its best wishes for Councillor Whiteley's speedy recovery.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public Participation Session.**
  - 4.1 **Dog mess.** A member of the public reported that he had cleared some 80 plastic poo-bags from the ditches on Whinburgh Road in Westfield where the public right of way Whinburgh FP3 emerges on to the road. He asked if the Council could provide a dog bin in the hope that dog owners would use it. The Chairman said he would ask for the matter to be put on the next agenda.
  - 4.2 **Gullies in Westfield.** The member of the public also said that he had been in contact with Norfolk County Council Highways concerning clearing the culvert under the road and moving the two gullies which were currently positioned in the highest parts of the road to more suitable lower positions, but had not heard from them. The Clerk said he would ask Highways.
  - 4.3 **Obstruction on B1135.** Concerns were expressed about what appears to be a broken man-hole cover on the B1135 just past of Yaxham Waters. It had been there for some time, and although protected by warning tapes, is causing an obstruction. The Clerk will alert Highways.
  - 4.4 **Westfield neighbourhood Watch.** A member of the public said that there were moves afoot to try to reinstate a Neighbourhood Watch in Westfield. The Chairman asked for the Council to be kept informed.
  - 4.5 **Fly-tip.** It was reported that a fridge-freezer had been dumped in the gateway to the field to the east of Westfield Church in Station Road. The Clerk said he would report this, and pointed out that it was very easy to report fly-tipping using the on-line form available on the Breckland Council website.
- 5 **Minutes.** The minutes of the meeting held on Tuesday, 16 February 2016 were **confirmed** and **signed**.
- 6 **Matters arising.**
  - 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, and would be showing him the site the following day.
  - 6.2 [9, Minutes of meeting on 21 July 2015] **Bank mandate change.** Barclays Bank has now confirmed that the changes to the mandate requested in July have at last been completed (as has the change to the Whinburgh Parochial Charities mandate), and it has made a payment to the Clerk to compensate him for the time he spent in sorting



this out for them, which is over and above his Council hours. This was accepted by the Council.

**7 Correspondence.** The following correspondence was **received**.

- 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 90<sup>th</sup> 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.*
- 7.13 M L Hindle Esq.: *Letter regarding Planning Application 3PL/2015/1490/O.*
- 7.14 Barclays Bank Plc: *A change to the way we pay interest on your Active Saver account.*
- 7.15 Barclays Bank Plc: *Confirmation of Signing Arrangement Amendments.*

**8 Smoke free areas around children's play areas.** A letter from Breckland Council concerning *Voluntary code - smoke-free areas around children's play areas - Design a Sign competition* was **received**. It was **agreed** that the Council should request two signs for the entrances to the Playing Field when these are produced. The Clerk will ask for these to be sent when ready.

**9 Planning.**

- 9.1 **3PL/2016/0155/D: Development of Dwelling, Shop Street, Whinburgh.** Application for Erection of 2 dwellings. It was **resolved** that the Council had no objection.
- 9.2 **3PL/2016/0243/F: Sunset, Shop Lane (recte Shop Street), Whinburgh.** Application for Demolish bungalow & erection of replacement dwelling. It was **resolved** that the Council had no objection.
- 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 was **received**.
- 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 was **received**.

**10 Finance.**

- 10.1 **Field & Pavilion.** It was **resolved** that cheque no. 100679 for £13.81 (£11.51 + £2.30 VAT) to Councillor Terry be signed, in reimbursement his having paid invoice no. 578867 from George Tufts & Son Limited for materials to erect a barrier between the path to the Parish Pavilion and the ditch. Councillor Stevens offered to help the Chairman erect this.
- 10.2 **Field & Pavilion.** It was **noted** that ExtraEnergy will collect a payment of £8.43 (£1.82 + £6.61 VAT) by direct debit in payment of invoice no. 08642069, for electricity in the Pavilion. The Clerk said that this was based on a current reading, and this was why it was considerably less than in the previous period.
- 10.3 **Monthly Financial Report.** The report for the month ended and 29 February 2016 was **received**.

**11 Matters for consideration at next meeting.**

- 11.1 Possible transfer of Former Highway Surveyor's Land, off Dereham Road, Whinburgh from Breckland Council to the Parish.
- 11.2 Westfield dog-bin.

**12 Next meeting.** It was **confirmed** that the next meeting will be on **Tuesday, 19 April 2016**, at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Confirmed:**

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**Roland Terry, Chairman**

19 April 2016

**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.