

# WHINBURGH & WESTFIELD PARISH COUNCIL

**Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 18 October 2016 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.**

**Present Councillors: Roland Terry (Chairman), Nick Anema, William Downes, Pat Makinson, Simon Whiteley. Julian Gibson (Clerk)**

- 1 Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Councillor Hansell and Councillor Stevens.
- 2 Declarations of interest.** None.
- 3 Dispensations.** None.
- 4 Public Participation Session.**
  - 4.1 Reflector posts.** It was reported that the posts which used to be by the bend in Shop Street had been knocked over, possibly by vehicles involved with the building works. The Clerk said he would report this to Norfolk County Council Highways.
  - 4.2 Whinburgh & Westfield Parish Association.** Questions were asked about this association, now said to be defunct, and about what has happened to the funds they had in the bank. Councillor Whiteley said he would make some enquiries.
  - 4.3 Green hut.** Questions were also asked about the hut, now that it is understood that virtually everything used for the fete and dog show had been moved elsewhere. The Clerk said that the Bowls Club had been adamant that the football club had given this to them when it closed, however the Chairman doubted that the new Bowls Club chairman had any plans to keep it. Councillor Makinson said that she knew somebody who had expressed a very tentative interest in it. She would see how great this interest was, and once again, Councillor Whiteley said he would make enquiries from the Bowls Club present and past Chairmen.
- 5 Minutes.** The minutes of the meeting held on Tuesday, 20 September 2016 were **confirmed** and **signed**.
- 6 Matters arising.**
  - 6.1 [11] Westfield dog waste bin.** Councillors Terry and Hansell have now placed this in position, and the Clerk has asked Breckland to add it to the emptying schedule.
  - 6.2 [13] Pavilion.** Councillor Makinson has arranged for the exterior of the Pavilion to be cleaned. The Chairman thanked fellow Councillors for these two items.
  - 6.3 [4] Westfield Allotments.** The Clerk reported that the Chairman of the Trustees of the Westfield Fuel Allotment charity has confirmed that the Trustees are aware that the fence between the allotment land and the adjacent property had been removed and that there is an agreement with the householders of Glenn Cottage that it be reinstated when either the house is sold or the owners relinquish their allotment. The Trustees have written to the house owners and intend to enforce the agreement. He said that the Trustees have received notice of the concerns of two residents and have written to them assuring them that they will ensure the boundary fence is reinstated.
  - 6.4 [6.3] Water meter.** Councillor Anema said he hoped to be able to install this within the next month.
  - 6.5 [15] Broadband.** The Clerk attended the Pavilion so that BT could install the telephone line, and he was able to confirm that this was working. However, at the

time BT had not done the necessary switching in the exchange to provide broadband access. At the Meeting the Clerk was able to use the internet, so it appears that this had now been connected. The Clerk said he had received three letters from BT, once again sent to the Pavilion despite having received assurance that they would send all future mail to the Council's official address in Wretham. One was a bill for connection from 27 September, and the other two advised that connection was going to be made on 11 October! The bill did not include any of the agreed compensation payments. The Clerk has asked his contact in the Chairman's office to sort this out.

6.6 [18.2] **Marquee.** The Clerk apologised for leaving this off the agenda, but it was accepted it could wait until the next month.

6.7 **Playing Field hedges.** Once again a parishioner had arranged for the hedges round the field to be cut. The Clerk will write to express the Council's thanks.

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

7.1 Fields in Trust: *Impact Report 2015*.

7.2 Barclays Bank Plc: *Savings interest rates are reducing*.

7.3 Mr M L Hindle: *Re Steggs Lane*.

7.4 Barclays Bank Plc: *Your Community Account statement - 1-30 September 2016*.

7.5 Barclays Bank Plc: *Your Active Saver Account statement - 1-30 September 2016*.

7.6 Department for Communities and Local Government: *Re: Norfolk & Suffolk Devolution*.

7.7 Ace Fire: *Certificate of Inspection - Fire Fighting Equipment*.

7.8 The Valuation Office Agency: *Review your new property draft rateable value now or you could risk paying too much*.

8 **Planning. 3PL/2016/1099/O: Westwood Stud, Dereham Road, Westfield.** Application to Erect 7 dwellings. It was **resolved** that the Council objected on the grounds of access, flooding, overdevelopment, and other issues.

9 **Breckland Local Plan Preferred Sites and Settlement Boundaries consultation.** The Clerk explained that under these proposals the parish would come under Policy PD05B, and under these conditions development would be allowed where certain criteria are satisfied. basically this involved (a) it being within a cluster of 10 or more existing dwellings on an existing highway, (b) with appropriate support of local communities, (c) infilling a small undeveloped plot by up to 3 dwellings, (d) when considered alongside expected development and any other commitments, the cumulative development level was within 5% over the plan period (2011-2036), (e) the proposal does not harm a visually important gap in the rural scene. Development in isolated parts of the open countryside would be resisted unless it satisfied four other criteria (affordable housing, re-use of a rural building, replacement of an existing dwelling, and required in association with an existing rural enterprise). There was discussion about the 5% figure, and the Clerk said he had found out that the starting position was determined by taking the number of people in the parish in the 2011 census (342) and dividing by the assumed occupancy rate of 2.3, which makes 149 dwellings. A 5% increase on this would make 7 additional dwellings in the parish as a whole over the period. The Council had doubts as to whether this would be enforceable, and concerns about the lack of a 5-year land supply meaning that this policy would be over-ridden, but otherwise was reasonably comfortable with the proposals. The Clerk will respond asking for clarification on these issues.

10 **Precept Consultation.** A document giving legal advice on the Government's proposals for *Precept Consultation* from the Norfolk Association of Local Councils was **received**. It was **agreed** that the Council was opposed to these sections of the Government's Technical Consultation Paper on *The 2017/18 Local Government Finance Settlement* and the Clerk was instructed to respond accordingly.

- 11 **Pensions Act 2008.** The Council **noted** that under this Act the Council must put staff who (a) earn over £192 per week (or £833 per month), (b) are aged 22 or over, and (c) are under state pension age, into a pension scheme and pay into it ('automatic enrolment') and that the Council's staging date is 1 April 2017. The Clerk does not meet all of these criteria, but could ask to join a pension scheme, and within six weeks after the staging date the Council must write to ask him to tell the Council in writing if he wants to do this. Within five months after the staging date the Council must complete an on-line declaration of compliance.
- 12 **Finance.**
- 12.1 **Pavilion.** It was **noted** that on 30 September 2016 Extraenergy collected £3.32 (£3.16 + £0.16 VAT) from the Council's account in settlement of invoice no. 14705607 for electricity supplied. This was based on their usual over-estimate, but the Clerk has now submitted up to date readings, and received an amended invoice no. 15535854 which shows that as a result the account is now 1p in credit.
- 12.2 **Pavilion.** It was **resolved** that cheque number 100704 for £80.00 to Councillor Makinson be signed, in reimbursement for her having paid Steve Starling Window Cleaners for the Pavilion gutters to be cleared and the windows and exterior walls to be cleaned. (*Public Health Act 1875 s.164 & Local Government Act 1972 sch. 14 para. 27*)
- 12.3 **Pavilion.** It was **resolved** that cheque number 100705 for £39.00 ( £32.50 + £6.50 VAT) to Ace Fire be signed, in settlement of invoice no. 73021 for the Annual service of fire extinguishers and associated equipment in the Pavilion. (*Public Health Act 1875 s.164 & Local Government Act 1972 sch. 14 para. 27*)
- 12.4 **Monthly Financial Report.** The report for the month ending 30 September 2016 was **received**.
- 13 **Matters for consideration at next meeting.**
- 13.1 Green hut.
- 13.2 Budget & Precept.
- 13.3 Marquee.
- 14 **Next meeting.** The next meeting of the Parish Council was **confirmed** as **Tuesday, 15 November 2016**, at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Confirmed:**

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**Roland Terry, Chairman**

15 November 2016

**Possible Future Meeting dates:**

Tuesday, 15 November 2016	Tuesday, 20 February 2017
Tuesday, 13 December 2016	Tuesday, 20 March 2017
Tuesday, 17 January 2017	

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