

WHINBURGH & WESTFIELD PARISH COUNCIL

11 December 2017

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 December 2017 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 no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. 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, 21 November 2017.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [6.2, Minutes of 20 June 2017] **Leylandii trees overhanging Westfield Road, Toftwood.** The Clerk chased Norfolk Highways to ask when these trees were going to be cut back as promised. Unfortunately the Officer who promised that is now working in a different area, but his replacement says they were waiting for the nesting birds to leave. The new Engineer has revisited the site and now believes that removal of the trees would be the best option. This will require a road closure. He has promised to tell the Clerk the date the work is due to commence when he knows it.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Smaller Authorities Audit Appointments Limited: *Notification of external auditor appointments for the 2017/18 financial year.*
 - 7.2. Barclays Bank Plc: *Your Business accounts - at a glance - Your balances on 30 November 2017.*

- 7.3. Barclays Bank Plc: *Your Community Account* - 1-30 November 2017.
- 7.4. Barclays Bank Plc: *Your Active Saver Account* - 1-30 November 2017.
- 7.5. Norfolk County Council: *Budget Consultation 2018/19*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2017/1495/F: Wesley House, Dereham Road, Westfield.** Application for Erection of two new dwellings.
9. **To consider** what sort of additional equipment the Council would like to obtain for the Playing Field, should suitable funding become available.
10. **To agree** the Precept for 2018/19.
11. **To resolve** under *Public Bodies (Admission to Meetings) Act 1960, s.1(2)* to exclude the public and press for the discussion of the next item as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
12. **To consider** future plans for the Former Highway Surveyor's Land, Garvestone.
13. **Finance.**
- 13.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £852.65 (salary for 2 October 2017 to 31 December 2017: £773.19; Mileage Allowance Payment for 11 September 2017 to 11 December 2017: £79.46).
- 13.2. **To approve** payment of £20.98 (Training £0.75; Postage & telephones £20.24) to the Clerk as reimbursement for items paid on behalf of the Council for 11 September 2017 to 11 December 2017.
- 13.3. **To approve** payment of £15.00 to Neville Lake for grass cutting and maintenance on the Playing Field in 2017. (Mr Lake has submitted a revised invoice for the amount that the Council had agreed to pay.)
- 13.4. **To note** that on 18 December 2017 NPower will collect £30.23 (£28.79 + £1.44 VAT) in settlement of their invoice dated 4 December 2017 for electricity for the period 11 September - 21 November 2017.
- 13.5. **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, 23 January 2018 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 23 January 2018	Tuesday, 19 June 2018	Tuesday, 13 November 2018
Tuesday, 20 February 2018	Tuesday, 17 July 2018	Tuesday, 11 December 2018
Tuesday, 20 March 2018	Tuesday, 14 August 2018	Tuesday, 15 January 2019
Tuesday, 17 April 2018	Tuesday, 18 September 2018	Tuesday, 19 February 2019
Tuesday, 15 May 2018	Tuesday, 16 October 2018	Tuesday, 19 March 2019

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