

WHINBURGH & WESTFIELD PARISH COUNCIL

8 January 2019

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 January 2019 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, 11 December 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [6.3, Minutes of 16 October 2018] **Culvert under Toftwood Road.** The NCC Highways Engineer has chased the member of the Bridges Team about the damage to the railings on this bridge, who has confessed that for personal reasons this matter was not progressed. It has now been programmed and will be completed by the end of February.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Ace Fire: *Certificate of Inspection.*
 - 7.2. The Pensions Regulator: *Minimum Pension contributions will increase on 6 April 2019.*
 - 7.3. BT Business: *We've ended your BT Services.*
 - 7.4. County Councillor Ed Connelly: *Conservative Group Report NCC - August - December 2018.*
 - 7.5. Society of Local Council Clerks: *Section 137 spending limit for 2019/20.*

- 7.6. Norfolk County Council: *Temporary Traffic Order closing Station Road, Yaxham, from 23-25 January 2019.*
8. **To receive** an Employment Briefing from the National Association of Local Councils entitled *2018-2019 National Salary Award*, and **to note** that this allocates a new Spinal Column Point scale. W.e.f. 1 April 2019, the Clerk will move from old SCP 26 to new SCP 19, and a salary of £12.89 per hour, making an annual salary of £3,686.54.
9. **To receive** a report from Breckland Council's Enforcement Officer concerning the caravan next to Horseshoes, Whinburgh. The occupiers have stated that their intention is to use the land adjacent to their house in connection with a small scale doggy day-care use, and to use the caravan as an office/tearoom, and are approaching planning agents with view to engaging the services of one to prepare and submit the required change of use application on their behalf.
10. **To note** that, following the Council reporting a possible Unauthorised Change of Use/Development at Land adjoining Greenacres to South, Westfield, Breckland Council has advised that it is already investigating an alleged breach under reference ENF/295/18/PAR, and **to consider** reporting the creation of an additional access onto Dereham Road, Westfield, to Norfolk County Council.
11. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 11.1. **3PL/2018/1490/F: Oak Meadow Barn, Dereham Road, Shipdham.** Application for Proposed Erection of Livestock (sheep barn). **To note** that the Clerk has responded using his delegated powers after consultation with all seven Members, saying: "My Council has no objection in principle, but is concerned that the proposed sheep barn appears to be disproportionately large and substantial for the relatively small area of land available for grazing, and is obviously concerned that this may be planning ahead for the eventuality that it will become redundant at some time in the future."
- 11.2. **3PL/2018/0659/F: Brambles, Steggs Lane, Westfield.** Proposed development of two dwelling houses, one with garage, following demolition of two outbuildings. Refusal of Planning Permission dated 18 December 2018.
- 11.3. **3PL/2017/1150/O: Chapel Farm, Dereham Road, Whinburgh.** Residential Development (three dwellings and garages) (re-submission). **To note** that an appeal has been made to the Secretary of State against the decision of Breckland District Council to refuse to grant planning permission (Ref: 3214704).
- 11.4. **3PL/2010/1361/F. Land east of Yaxham Road, south of Dumpling Green, Dereham.** Application for Erection of 255 dwellings with associated open space. Additional information received.
- 11.5. **3PL/2018/1052/F: New Barn Place, Dereham Road, Garvestone.** Further consultation on Application for Construction of a ménage (retrospective - altered location and footprint from that approved under 3PL/2015/0948/F). Heritage Statement received.
12. **To consider** accepting a quote from Neville Lake Garden and Maintenance for grass cutting on Whinburgh Playing Field for the 2019 and 2020 seasons of £550 p.a., plus £10 per session for any maintenance of the path or children's play area (normally twice a year).
13. **To note** an article published in the November issue of the Society of Local Council Clerks' Magazine entitled *Operation London Bridge - national planning for the passing of Her Majesty the Queen*, and **to agree** any desirable action. (Carried forward from last meeting.)
14. **To receive** any update available from Councillor Terry regarding the Whinburgh Village Sign.

15. **Finance.**

- 15.1. **To approve** payment of £48.00 (£40.00 + £8.00 VAT) to Begley Electrical in settlement of invoice no. 6112 for PAT testing in the Pavilion.
- 15.2. **To approve** payment of £14.43 to the Clerk as reimbursement for his having paid Anglian Water Business Limited in settlement of bill no. 9071220278 for water supply to the Playing Field and Pavilion.
- 15.3. **To note** that on 30 December 2018 BT collected payment of £53.28 (£44.40 + £8.88 VAT), from the Council's account in settlement of invoice no. M023, for telephone & broadband services.
- 15.4. **To note** receipt of the following Credit: £520.00 - Grant from Whinburgh Parochial Charities.
- 15.5. **To receive** the monthly Financial Report.

16. **To decide** on any matters for consideration at next meeting.

17. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 19 February 2019 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 19 February 2019	Tuesday, 16 July 2019	Tuesday, 17 December 2019
Tuesday, 19 March 2019	Tuesday, 13 August 2019	Tuesday, 14 January 2020
Tuesday, 16 April 2019	Tuesday, 17 September 2019	Tuesday, 18 February 2020
Tuesday, 14 May 2019	Tuesday, 15 October 2019	Tuesday, 17 March 2020
Tuesday, 18 June 2019	Tuesday, 19 November 2019	

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