

# WHINBURGH & WESTFIELD PARISH COUNCIL

10 July 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, 16 July 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, 18 June 2019.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [19] **Planning Enforcement Issues.** With regard to Enforcement Case ENF/113/19/PAR - New Barn Place, Dereham Road, Garvestone, the Breckland Enforcement Manager reports that the owner has agreed to remove the offending building and proposes to relocate it within the domestic curtilage, to conform with permitted development rights. An Enforcement Officer will attend the site and assess this proposal.
7. **To receive** Correspondence (available at the meeting).
  - 7.1. Norfolk County Council: *Delivering local highway improvements in partnership with Town and Parish Councils.*
  - 7.2. Age UK Norfolk: *Appeal letter.*
  - 7.3. Norfolk Constabulary: *Shipdham with Scarning Newsletter - June 2019.*

- 7.4. Norfolk Constabulary: *Breckland District Community Speedwatch Monthly Returns - May 2019.*
- 7.5. Creative Play: *Create your own exciting community play space.*
- 7.6. *Clerks & Councils Direct - July 2019.*
- 7.7. Norfolk County Council: *Parish Roadside Tree Inspections.*
- 7.8. Barclays Bank Plc: *Your Business accounts - at a glance - balances as at 28 June 2019.*
- 7.9. Barclays Bank Plc: *Your Community Account statement - 1-28 June 2019.*
- 7.10. Barclays Bank Plc: *Your Active Saver Account statement - 1-28 June 2019.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2019/0674/F: Greenacres, Dereham Road, Westfield.** Application for Erection of 2 dwelling houses. (Extension of response deadline to 19 July agreed by Breckland.)
  - 8.2. **3PL/2019/0753/F: Land on Dereham Road, Westfield.** Application for Erection of two detached bungalows
9. **To receive** the RoSPA Play Safety Annual Inspection Report dated 20 June 2019, and **to agree** any action necessary as a result
10. **Finance.**
  - 10.1. **To approve** payment of £9.90 to Norfolk Society of Local Council Clerks, being this Council's share of the cost of the Clerk attending the Norfolk Local Councils 2019 Conference on 12 July 2019.
  - 10.2. **To approve** payment of £19.20 (£16.00 + £3.20 VAT) to SLCC Enterprises Limited, being this Council's share of the cost of the Clerk attending the SLCC Regional Training Seminar on 4 September 2019.
  - 10.3. **To approve** payment of £82.20 (£68.50 + £13.70 VAT) to Playsafety Limited in settlement of their invoice no. 43049 for the annual inspection of the play equipment on Whinburgh Playing Field.
  - 10.4. **To note** that, following the Clerk sending a correct meter reading, nPower has now issued a credit note for £218.69 (£208.28 + £10.41 VAT), thus cancelling the invoice received at the last meeting, and **to note** that on 8 July 2019 nPower deducted £184.53 (£175.74 + £8.79 VAT) from the Council's account by Direct Debit, in settlement of their invoice for electricity supplied from 21 February to 19 June 2019.
  - 10.5. **To receive** the monthly Financial Report.
11. **To decide** on any matters for consideration at next meeting.
12. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 13 August 2019 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 13 August 2019	Tuesday, 17 December 2019
Tuesday, 17 September 2019	Tuesday, 14 January 2020
Tuesday, 15 October 2019	Tuesday, 18 February 2020
Tuesday, 19 November 2019	Tuesday, 17 March 2020

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