

WHINBURGH & WESTFIELD PARISH COUNCIL

9 December 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, 17 December 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, 19 November 2019.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
7. **To receive** Correspondence (available at the meeting).
 - 7.1. The Pensions Regulator: *Re-enrolment and re-declaration: your legal duties as an employer.*
 - 7.2. Breckland Council: *Adoption of the Breckland Local Plan 2011-2036.*
 - 7.3. Barclays Bank Plc: *Your Business accounts - at a glance - Your balances on 29 November 2019.*
 - 7.4. Barclays Bank Plc: *Your Community Account statement - 1-29 November 2019.*
 - 7.5. Barclays Bank Plc: *Your Active Saver Account statement - 1-29 November 2019.*

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
 - 8.1. **3PL/2019/1334/HOU: Little Orchard, Dereham Road, Westfield.** Extensions to existing garage to provide accommodation and toilet facility. **To note** that, after consultation with six Councillors, the Clerk had responded using his delegated powers saying that the Council objected because this is development in the open countryside, and therefore contrary to policy HOU05 of the new Local Plan, without meeting any of the criteria for an exception, plus concerns that the red line included green-field land, behind the building line, parking, access for emergency vehicles, and drainage.
 - 8.2. **3PL/2019/1387/O: Westfield Acre, Dereham Road, Westfield.** Outline permission for 4 dwellings. **To note** that, after consultation with six Councillors, the Clerk had responded using his delegated powers saying that the Council objected on grounds that it is contrary to policy HOU05 of the new Local Plan, concerns about capacity of existing septic tank, treatment plants would mean increases in water going into existing drains, one of which has been in-filled for many years, water run-off, and precedent being set for development of land north and south of rear section.
 - 8.3. **3PN/2019/0059/UC. Barn 2, Manor Farm, Church Road, Whinburgh.** Prior approval for proposed conversion of concrete framed barn to dwelling under the Town & Country Planning (General Permitted Development) Order 2015, Schedule 2, Part 3, Class Q. It was **noted** that, at the time the Clerk consulted members on this application and responded using his delegated power, no advice about it had been sent to this Council by Breckland. The Clerk has responded saying that the Council objected for a number of reasons. Concerns included previous permission including demolishing two barns as not required, and then reversing this in later application as farming was to continue, so Planning Officers were asked to check this thoroughly. Changing the description from one single building to two separate barns, and red line varying between plan and aerial photograph.
 - 8.4. **3PL/2018/1052/F: New Barn Place, Dereham Road, Garvestone.** Construction of a manège (retrospective - altered location and footprint from that approved under 3PL/2015/0948/F). Additional information (Addendum Heritage Impact Assessment). **To note** that after consulting with six Councillors the Clerk had responded using his delegated powers, saying that the Council continues to object. Concerns that the agent admits the development has already taken place but has forgotten this was without permission; suggestion that a condition could cover the issue of an archaeological investigation omits that previous similar condition was ignored; Council feels Breckland should refuse permission and proceed to enforcement without further delay.
9. **To note** that Cllr. Brace has submitted an application to *Awards for All* for a grant of £10,000 towards the costs of the proposed new play/exercise equipment (decision due within 18 weeks).
10. **To receive** an update from Cllrs. Anema and Whiteley regarding the hedges round the old bowls green.
11. **To agree** the Budget for 2020/21.
12. **To agree** the Precept for 2020/21.
13. **To agree** a schedule of meeting dates for 2020/21.
14. **Finance.**
 - 14.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,008.74 (salary for 30 September 2019 to 29 December 2019: £921.64; payment for use of home as office: £13.00; Mileage Allowance Payment for 10 September 2019 to 9 December 2019: £74.10).

- 14.2. **To approve** payment of £16.97 (Postage & telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 10 September 2019 to 9 December 2019.
- 14.3. **To note** that on 18 December 2019 nPower will deduct £113.60 (£108.19 + £5.41 VAT) from the Council's account by Direct Debit, in settlement of their invoice for electricity supplied from 28 August to 28 November 2019.
- 14.4. **To note** receipt of the following credits:
- 14.4.1. Eastern Power Networks: £33.95 Wayleave payments - 31 October 2019.
- 14.4.2. Yoga Club: £24.00 - 13 November 2019.
- 14.4.3. Wretham Parish Council: £70.00 Share of compensation payment from Barclays Bank Plc - 7 December 2019.
- 14.5. **To receive** the monthly Financial Report.
15. **To decide** on any matters for consideration at next meeting.
16. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 14 January 2020 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 14 January 2020

Tuesday, 18 February 2020

Tuesday, 17 March 2020

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