

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the Meeting of Whinburgh & Westfield Parish Council on Tuesday, 14th November 2023 at 7.30 p.m. in Whinburgh and Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Siân Carrel (Chairman), Nick Anema, Richard Gundry, Robert Plummer, Jeremy Riches, Rebecca Wade (Clerk)

Also present DC Paul Plummer and 6 members of the public.

The Chair welcomed everyone and informed them that the meeting was being recorded.

1. Apologies for absence

Apologies were received and accepted from Cllr S Whiteley.

2. Declarations of interest

None.

3. Open forum for public participation

A resident was very concerned about item 8.4 Buildings works on land adjacent to Lowdells House due to the flooding. The builders on site had filled in a ditch and put a very large pipe in which has reduced the ditches storage capacity for water. The builders had been trying to reduce the flow of water from the fields. The Resident is hoping that when a drainage plan is put into place it will stop the flooding.

The Chair said when looking at the plans the building work can get to slab level before any drainage needs to be put in. It was noted the discharge of conditions dealing with surface water flooding and foul water had been withdrawn.

An extra attenuation pond had been dug by the builders. They also blocked a ditch at the end which stopped the flow of water from the fields which did help during the heavy rain experienced recently. The resident would ideally like the farmers to redirect the water coming off the fields. The resident has written to Norfolk Flooding informing them of the problems.

The Clerk to write to Breckland planning and copy in DC P Plummer regarding the serious flooding issue asking what their plans are to address this and also to ask for them to clarify at what stage in the development do proper surface water plans need to be submitted? The Chair to supply photos to be sent with the letter to Breckland.

4. Standing item: Play equipment inspection.

4.1. To consider the monthly Play equipment inspection

Cllr R Gundry confirmed all was in order but there is still a lot of mole hills.

4.2. To receive an update on quotes for the Playground fence

Cllr N Anema is to try to get a quote for a chain link fence. This has been hard to obtain so far. Playground fence to be added to the next agenda in the absence of Cllr S Whiteley who is getting alternative quotes.

5. To approve and sign the minutes of the meeting held on Tuesday, 17th October 2023.

The minutes of the meeting were approved without amendment and were signed by the Chair as a correct record. This was proposed by Cllr N Anema, seconded by Cllr R Plummer and **all agreed.**

6. **To note** the receipt by the Chair the resignation of Cllr M Hansell, the Clerk has advised Breckland Council so as to start the Notice of Vacancy process. The notice of vacancy process ends on 23rd November.

The Chair stated that Cllr M Hansell had been a very loyal and helpful Councillor over a number of years, and it was a shame he could not continue.

Cllr R Plummer to forward details of a potential Councillor to the Clerk. The Clerk to add Co-option to the next agenda.

To note Section 53 of the Wildlife and Countryside Act, 1981 - Norfolk County Council (Whinburgh, Yaxham and Garvestone) Modification Order 2023 The effect of this Order, if confirmed, will be to add Toller's Lane as a restricted byway.

7. **Correspondence received since October meeting.**

NCC Highways, Breckland Electoral Services, Resident regarding planning, NALC, George Freeman MP Mid Norfolk Flood Partnership , CC Ed Connolly's Autumn update, NCC Budget Consultation, Norwich Western Link – update, Breckland Local Plan consultation and Breckland regarding flooding hotline.

8. **Planning**

- 8.1. To receive and consider any new planning applications.

3PL/2023/0995/VAR - Variation of Condition 2 on 3PL/2023/0781/VAR - to change external rendering on Plot 2 to facing brickwork – Adj Lowdells House Shop Street

No objection.

- 8.2. To note any planning decisions

None.

- 8.3. To receive an update on land in Westfield with possible planning permission

It was confirmed there is no planning permission on the land and it had been coloured orange on the map in error.

- 8.4. Other planning issues

Building works on land adjacent to Lowdell's House was discussed in item 3. Public participation session.

It was noted that Public Rights of Way had commented that the footpath must remain open and accessible at all times. The footpath is still open, but the access is in the wrong location although this has been raised with the workmen who have said it is temporary until the telegraph pole is relocated. It was **agreed** the Clerk would add this to the letter to Breckland planning.

9. **To receive an update on** River Tud pollution

Cllr N Anema informed the meeting that the Rivers Trust were going to have a meeting with the Environment Agency to discuss solutions with regard to the pollution. The worst of the pollution is at Windhover Close.

He had been researching different treatment plants. He felt the Environment Agency should be insisting that treatment plants which remove ammonium nitrate and phosphate are installed.

The Clerk to send Cllr N Anema the details of the treatment plants submitted with the Northfields planning application.

10. **To receive an update on** Shipdham Road, Westfield speed limit

The Clerk had confirmed with CC Ed Connolly that the Parish Council could apply for some of his members allowance in the new financial year 2024/25. She had also contacted Highways and they had said they would be happy for the Parish Council to split the £2,000 survey cost over two years.

The Clerk had asked if it would be possible for a Councillor to meet with the surveyors when they come to collect the data. Unfortunately, Highways do not reveal the survey dates as the

data can be corrupted by locals driving up and down much quicker than they would do normally. They would be happy to speak after the data had been collected.

The Councillors felt it that having the survey conducted in January or February when traffic would be going slower due to icy conditions was not acceptable.

It was **agreed** the Clerk would contact Highways again to confirm what the criteria for reducing the speed limit is and also the Parish Council would like to put the survey on hold until later in the year.

11. Highway Surveyors Land, Steggs Lane

This is to be added to the next agenda.

12. Finance

12.1. To agree the following items for payment (November) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Octopus Energy	October electricity*	42.07	2.00	40.07
Breckland Council	Uncontested Election	75.00	-	75.00
Breckland Council	Dog no fouling sign	49.80	8.30	41.50
Clerk	Wages and expenses	337.76	-	337.76

The Clerk explained there was a further invoice received subsequent to the above from Begley Electrical for £132. The Clerk also explained they were returning to undertake PAT testing that was required.

All agreed.

12.2. To note receipt of the any credits

Detail	Total
None	

12.3. To receive the monthly financial report

The monthly financial report to 31st October had been circulated prior to the meeting.

13. To consider the consultation launched by Breckland Council on its existing and proposed Polling Places

It was **agreed** no comments would be submitted.

14. Urgent business to consider any issues raised by Cllrs that the Chairman considers urgent.

The Clerk mentioned all the bugs in the pavilion. It was **agreed** the Clerk would contact someone to see if anything could be done.

The Clerk suggested whole Council training in January or February conducted by NALC could be held at the pavilion. It was **agreed** the Clerk would try and book for a Tuesday evening.

15. To decide on any matters for consideration at next meeting.

Quotes for Playground fence.

Co-option of Councillor.

River Tud pollution.

Speed limit on Shipdham Road, Westfield.

Highway Surveyors Land, Steggs Lane.

The next Meeting of the Parish Council was confirmed as Tuesday, 12th December 2023 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 8.35 p.m.

Confirmed:

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Chairman

12th December 2023