

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the Meeting of Whinburgh & Westfield Parish Council on Tuesday, 30th January 2024 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, Darren Godliman, Rebecca Wade (Clerk)

Also present DC Paul Plummer and 1 member of the public

1. Apologies for absence

Apologies were received and accepted from Cllr Simon Whiteley.

2. Declarations of interest in items on the agenda and consider any requests for dispensations

There were none.

3. Open forum for public participation

The Chair opened the meeting to the public, nothing was raised, the Chair closed the public session.

4. Standing item: Play equipment inspection.

4.1 To consider the monthly Play equipment inspection

Cllr Richard Gundry reported there were no issues other than the mole hills. This was discussed and it was felt there was nothing that could be done as it is a Children's Play ground

5. To approve and sign the minutes of the meeting held on Tuesday, 12th December 2023

The minutes of the meeting were **APPROVED** without amendment and signed by the Chair. **All agreed.**

6. To report matters not on the agenda: for information only.

Whinburgh and Westfield Parish Council received a copy of MNRPT's objection sent to NCC regarding the re-opening of the Tollers Lane crossing.

The Chair reported that Shop Street had not been cleaned but felt although it was very muddy due to the time of year and current weather, as well as the building site there was no point in persuing this at this time.

7. Correspondence received since December meeting

Barclays KYC team, NALC, MP George Freeman – Mid Norfolk Flooding campaign, Breckland Business development, Emails from Residents, Mid Norfolk Railway, MP George Freeman – Reporting back 2023, Filigree – Local Plan consultation, NCC Highways, Breckland Environmental Services, CC Ed Connolly's – January's NCC Report, CPRE and Dereham Cancer Care

8. Planning

8.1. To receive and consider any new planning applications

3DC/2023/0321/DOC - Land adjacent Lowdells House, Shop Street, NR19 1QR - Discharge of Conditions 9 & 10 on 3PL/2023/0995/VAR (Discharge Conditions)

The Chair opened the meeting to the public, in order for a resident to share his concerns regarding the drainage.

The application was discussed, and it was proposed by Cllr Richard Gundry, seconded by Cllr Nick Anema and **all agreed** to submit the following response to Breckland,

The Parish Council is concerned that no reference is made in the application as to how the development would mitigate against adverse nutrient impacts.

There are concerns about the proposed surface water drainage arrangements. There is only one soakaway on the plan for plot one, this means most of the surface water from plot 2 goes straight into the ditch. The water table in this area is too high for a soakaway to work, the Parish Council feels an attenuation pond is necessary if this development is not to increase the flood risk.

The Parish Council would like to bring to your attention the footpath that runs alongside the development which already floods regularly from the ditch, as the sewage is being discharged into the ditch from plot 2 the footpath will have sewage running onto it. The ditch is dry for most of the time in the summer and this would mean undiluted treated sewage would run onto it. The Local Planning Authority is asked to ensure the development does not adversely impact or increase flood risk.

This is an area of known flood risk in the village, and the Parish Council asks that the Local Planning Authority is satisfied that the proposal gives adequate and proportionate consideration to its likely effects on all sources of flooding both foul and surface water drainage.

The Chair was concerned the BT pole still hadn't been moved and currently the access to the site is in the wrong place. It was decided to wait and see what happens before raising this with Breckland planning.

8.2 To note any planning decisions

3NM/2023/0114/NMA - Amendment On 3PL/2023/0995/VAR - Revision To Type Of Roof Tiles. (Non Mat Minor Amend) - Lowdells House, Shop Street, NR19 1QR – **Permission**

8.3 To discuss a response to Breckland's Local Plan Development Strategy Consultation

The Clerk reminded Councillors the consultation would run until 19th February if they wanted to go onto Breckland's website and comment. It was felt looking at Breckland's sites that they had sent out, none of the sites put forward in Whinburgh aligned with Breckland's development scenarios therefore there was no need to comment at this stage.

8.4 Other planning issues

3PL/2018/1181/HOU – Sunset, Shop Street, Whinburgh NR19 1QR

The Chair explained a parishioner had approached the Parish Council with concerns that a mobile home which was given permission while the annex was being built was still in place even though the annex was now occupied.

The Chair proposed the Clerk to report to Breckland planning enforcement. Seconded by Cllr Gundry and **all agreed**.

9. To receive an update on Dog Waste Bins

The Clerk reported the dog bins in Shop Street, Whinburgh and Dereham Road, Westfield are both emptied fortnightly.

The Clerk had reviewed previous correspondence and the Parish Council had in the past been allowed a litter bin with a sticker on it allowing dog waste to be placed next to the dog bin on Shop Street. The Clerk to check if this is still allowed and to confirm the cost of a new litter bin.

10. To receive an update on River Tud pollution

Cllr Anema said there was no update.

He asked for the Northfields treatment plant to be added to the next agenda.

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

The Clerk reported she had prepared a poster for Cllr Whiteley to put on the noticeboard informing residents what the costs would be, and the criteria needed to be met to change the speed limit.

Cllr Anema had checked and the "slow" sign on the road is still there.

The Clerk had contacted Norfolk ALC who confirmed residents can set up a Go Fund Me page to contribute to the costs of the signs if the feasibility study is successful. It was suggested by the County Officer that the precept could be increased for one year only to cover the costs. The

Clerk to write to CC Ed Connolly on 1st April asking if he can contribute some of his members allowance towards the feasibility study.

12. Biodiversity

12.1 To discuss adopting the Biodiversity Policy to comply with our duty under the Environment Act 2021

All agreed to unanimously adopt the Biodiversity policy.

12.2 To agree an Action plan

It was agreed to ask the Parishioners at the Annual Parish meeting in May what they would like the action plan to include.

13. Highways Surveyors Land, Steggs Lane to consider the addition of a pond

Cllr Anema explained that District Level Licencing (DLL) would pay for the site clearance and the installation of the pond. Which would encourage newts and help with Biodiversity.

There was concern raised that although the land is owned by the Parish Council there is no right of access for the public to access the site as there is no official footpath or right of way.

All agreed for the Clerk to contact the insurance company to find out if adding a pond would increase the premium. When this is known the Clerk would inform the Councillors before the next meeting and Cllr Anema would look into DLL funding.

14. Whinburgh and Westfield PCC – Burial Ground maintenance

All agreed to continue to pay for burial ground maintenance. The Clerk to await the invoice.

15. Finance

15.1. To agree the following items for payment (December and January) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Neville Lake*	Grass Cutting April – October Whinburgh Playing Field and play area	1,200.00	0.00	1,200.00
Begley Electrical*	Pat Testing in Pavilion	150.00	25.00	125.00
Norfolk ALC	Councillor Training	151.50	20.00	131.50
Octopus Energy	December Electricity	67.60	3.22	64.38
Everflow	22/12/23 – 21/03/24 Water	31.15	0.00	31.15
Clerk	Wages and expenses	634.03	0.00	634.03

All agreed.

The Clerk informed the Councillors Ace Fire would be coming on 6th February for fire testing.

15.2. To note receipt of the any credits

Detail	Total
Bank Interest	58.14

15.3. To receive the monthly financial report

This had been sent round prior to the meeting and was noted.

15.4. To consider upgrading the Octopus smart meter

It was **agreed** for the Clerk to arrange installation of a new smart meter.

15.5. Banking arrangements

The Clerk reported the Barclays KYC review of the Parish Council bank account was complete and as such felt it was reasonable to stay with Barclays. It was suggested that it would be a good idea for the Councillors who are signatories on the account to have online access given the closest branches would now be Norwich or Kings Lynn. **All agreed** this would be a good idea. The Clerk to send details to the Councillors so they can contact Barclays to go online.

16. **To consider** a new Gov.uk domain name and email addresses

It was discussed and **all agreed** for the Clerk to contact NALC and start the process of changing to .gov.uk.

17. **To consider** D-Day 80

This was considered and it was felt if any residents wanted to commemorate the day the Parish Council would consider giving their support.

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

Cllr Gundry asked about the Freedom of the Parish for Garth and Liz Cooper. The Clerk explained this was in progress and had sent the wording and designs to the Chair and Cllr Whiteley.

Cllr Riches asked about the Whinburgh and Westfield dog show and said he knew someone who might be interested in organising it. The Chair said a provisional date of 31st August had been set and it was thought a committee would be required.

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

Steggs Lane.

Northfields Development.

20. **To confirm the next meeting dates** of the Parish Council as Tuesday, 12th March 2024 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

21. **To pass a resolution (under the Public Admission to Meeting Act 1960) to exclude members of the public and press for the following confidential items:**

The Clerk's appraisal was carried out by the Councillors.

The meeting was closed by the Chair at 9.12pm.

Confirmed:

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Sian Carrel, Chairman