

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the Meeting of Whinburgh & Westfield Parish Council on Tuesday, 12th March 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, Simon Whiteley, Robert Plummer, Rebecca Wade (Clerk)

Also present DC Paul Plummer and 6 members of the public

1. Apologies for absence

Apologies were received and accepted from Cllr Richard Gundry, Cllr Jeremy Riches and Cllr Darren Godliman.

2. Declarations of interest

There were none.

3. Open forum for public participation

A resident asked about item 8.4 Northfields Development and whether this was in relation to the treatment plant and asked for an update. Cllr N Anema reported he had nothing new to report but that he feels if a planning application is submitted saying that you will use a certain treatment plant which the LPA then gives permission for and then a different treatment plant is used this should be considered a breach of planning. He has not recently tested the River Tud for the citizen science project and with the amount of rainfall experienced recently the river would be extremely diluted.

A Northfield's resident confirmed they have a different type of treatment plant to that specified in the planning application. The Clerk asked DC Paul Plummer if this is something the Parish Council should report on behalf of the homeowners or is this something the homeowners should report themselves? DC Paul Plummer said he would speak to Breckland planning and would get back to the Clerk with regards to what could be done.

The Chair asked if the residents are happy for the Parish Council to ask planning enforcement if this means they have to upgrade again. The residents present confirmed they were. This is to be added to the next agenda.

A resident from the Northfields development said when the houses were built nothing was put in place to deal with flooding and they are experiencing flooding in their gardens. He asked if any mitigations would been put in place for the new development of 390 houses which is to built behind their houses so that the flooding they are already experiencing is not increased? Cllr N Anema declared an interest in this as it is his land and confirmed there will be swales, attenuation ponds and other flooding mitigations put in place.

A resident asked for an update on the Shipdham Road, Westfield speed limit, as there had recently nearly been an accident due to cars going very fast at the crossroads. The Clerk explained that there was no update to give at this point and she will write the CC Ed Connolly on 1st April asking if he could contribute some of his members allowance. This would be added to the next agenda.

The Chair asked that with all the potholes on the roads if everyone could keep reporting them then hopefully, they will be resolved.

4. Standing item: Play equipment inspection.

4.1. To consider the monthly play equipment inspection

Cllr Richard Gundry had sent through a report stating he had inspected the playground area and the equipment. All was in good order, but the molehills had increased in number. The gate nearest the road that had been repaired, needs the spring retightening as it opens when the wind blows hard and remains open.

Cllr Simon Whiteley reported he had tried to get tunnel traps as they can be buried and would not be unsafe for children as you do not know they are there, but he has been unable to find any to purchase.

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

Cllr Simon Whiteley gave the Councillors two quotes each for £3,000. The original quote from Fast Fit Fencing was for £2,500 which also includes re-felting the roof on the shed. The Chair proposed the £2,500 quote, this was seconded by Cllr N Anema and **all agreed**.

Cllr Simon Whiteley confirmed that the fence will be completed by the end of April.

5. **To approve and sign** the minutes of the meeting held on Tuesday, 30th January 2024

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

6. **To report matters not on the agenda**

The Chair thanked Cllr S Whiteley for repairing the Whinburgh notice board which has saved the Parish Council a lot of money.

Due to demand, there are currently no appointment dates left to install a smart meter. The Parish Council have been added to the list.

7. **Correspondence received.**

CC Ed Connolly NCC Briefing, Norfolk County Policing, Clear Councils (BHIB Insurance), Norfolk ALC, Community Corp, Emails from Residents, Breckland Enforcement, Stop the Wensum Link, Breckland Environmental Services, ACE Fire, MP George Freeman Mid Norfolk Flooding Progress Report update, MP George Freeman Budget 24 his plea to the Chancellor.

8. **Planning**

8.1. To receive and consider any new planning applications

3PL/2024/0040/F - Proposed erection of pole barn (retrospective) - Western Way Dereham Road

The Council unanimously agreed - No Objection

TRE/2024/0049/TPO - Ash Tree T2 (1989/31) - Fell to ground level due to the numerous large fungal brackets at the base and obvious signs of rot and decay in the main stem - Swallows Nest Shop Street – No Comment

3PL/2024/0186/VAR - Variation of Conditions 9 & 10 (to amend wording regarding trigger point for development) on 3PL/2023/0995/VAR - Lowdells House Shop Street

It was felt the wording in this application was not clear and this lack of clarity makes it difficult for the Parish Council to make a meaningful comment. **All Agreed** for the Clerk to contact the LPA and ask for the revised wording and express the concerns of the Parish Council. DC Paul Plummer agreed to talk to the LPA and if possible, find out the wording and then email the Clerk.

8.2. To note any planning decisions

3DC/2023/0321/DOC - Discharge of Conditions 9 & 10 on 3PL/2023/0995/VAR - Land adjacent Lowdells House Shop Street – **Refused**

8.3. Other planning issues

There were none.

8.4. Northfields development

As discussed in the public session.

9. Road Flooding at Lolly Moor

Cllr N Anema reported he had had a look and cleared the ditch down to the river, but there was still water sitting there due to a culvert pipe which he thinks has become misaligned. If part of it can be removed, he could join another pipe to the end of it which should solve the problem. Prior to the meeting Cllr J Riches had contacted the Clerk and said he would look at the ditch with another Westfield Fuel allotment trustee to see what could be done.

Cllr N Anema to contact Cllr J Riches to see if they together can find a solution to fixing the culvert pipe and it will be added to the next agenda for an update.

10. To receive an update on the Litter Bin on Shop Street, Whinburgh

The Clerk updated the Council that due to the time passed she had reapplied to NCC for a new licence. Highways had responded to say they are happy to put a litter bin in that location.

The Councillors questioned whether it was a good idea to have an open litter bin for residents to put litter and dog waste in due to the possibility of it smelling in the summer months.

It was decided to wait and to monitor the current dog waste bin to see if it starts to overflow over the coming months. The Clerk to add to the June agenda.

11. To receive an update on the River Tud pollution

As discussed in the public session.

12. Highway Surveyors Land correspondence address change

The Chair updated the Councillors that any notifications for the Highway Surveyors land would currently go to the previous Clerk's address.

All **agreed** for the Correspondence address at the Land registry office to be updated to the current clerks address.

13. GOV.UK email domain

The Council reviewed the options and unanimously **agreed** to whinburghandwestfield-pc.gov.uk to be used as the email address.

14. Highway Surveyors Land, Steggs Lane Pond

The Chair reported the Clerk had contacted the insurance company to ask if the Parish Council could have a pond on the land and if so, would there be an increase in the insurance premium. Their response had been yes with conditions that would have to be put in place if a pond is installed but there would be no increase in premium.

The Councillors discussed the different options available for the land and it was **agreed** to add this to the Annual Parish Meeting in May and ask the residents what they would like to see happen to the site.

15. Norwich Western Link

The Chair explained the Parish Council had received an email from "Stop the Wensum Link" which was read out. The Councillors discussed the email, and it was felt this was not something for the Parish Council to comment on

16. Portrait of His Majesty the King

The Councillors felt there was not a suitable location to display the portrait at this time.

17. Finance

17.1. To agree the following items for payment (February and March) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Sian Carrel	Land Registry Fee – Steggs	10.80	1.80	9.00

Clerks and Councils Direct	Freedom Scrolls S137	244.26	40.71	203.55
Norfolk ALC	Gov.uk domain and domain name	134.40	22.40	112.00
Octopus Energy	January Electricity*	77.57	3.69	73.88
Octopus Energy	February Electricity	46.76	2.23	44.53
Ace Fire	Service Fee	168.00	28.00	140.00
Clerk	Wages and expenses	540.53	0.75	539.78
HMRC	PAYE	27.00	0.00	27.00

All agreed

17.2. To note receipt of the any credits

Detail	Total
None	

17.3. To receive the monthly financial report

This had been circulated prior to the meeting and was noted.

17.4. Internal Auditor 2023/24

All **agreed** to appoint Robin Goreham to carry out the internal audit for this financial year.

17.5. To receive an update on online banking

The Chair updated the Council that she is now registered for online banking with Barclays for the Parish Council bank account.

The Clerk to resend Barclays details to Cllr S Whiteley and Cllr N Anema for them to contact Barclays and register for online banking.

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

Cllr N Anema informed the Council that some work had been carried out to clear the drain on the other ditch at Lolly Moor and bits of low grade asbestos sheeting had been left on the bank, it was not known who had carried out the work.

Cllr N Anema to send photos and a what3words location to the Clerk who will inform Breckland Environmental Services.

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

Northfields Development

Road Flooding at Lolly Moor

Westfield Speed Limit

20. To confirm the next meeting date of the Parish Council as Tuesday, 16th April 2024 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The meeting was closed by the Chair at 8.58pm