

WHINBURGH & WESTFIELD PARISH COUNCIL

10th April 2024

To all members of the Council

You are hereby summoned to attend a Meeting of Whinburgh & Westfield Parish Council to be held in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh on Tuesday, 16th April 2024 at 7.30 p.m. for the purpose of transacting the following business.

Rebecca Wade
Clerk to the Council

Agenda

1. To receive apologies for absence.
2. To receive declarations of interest in agenda items and consider any dispensation requests.
3. Open forum for public participation: The Council's Standing Orders allow members of the public to make representations, answer 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. It can, though, place the matter on the agenda for discussion at a future meeting.
4. Standing item: Play equipment inspection
 - 4.1. To consider the monthly Play equipment inspection
 - 4.2. To receive an update on the Playground fence
5. To approve the minutes of the meeting held on Tuesday, 12th March 2024
6. To report matters not on the agenda
7. Correspondence received since March meeting
8. Planning
 - 8.1. To receive and consider any new planning applications

3PL/2024/0247/VAR - Variation of Conditions 1 & 2 on 3PL/2021/0600/F - To extend the start time limit by 2 years and vary the design of the proposed building - William Morfoot Shipdham Airfield Industrial Estate, Cranworth
 - 8.2. To note any planning decisions

3PL/2024/0040/F - Proposed erection of pole barn - Western Way Dereham Road Westfield - **APPROVED**
 - 8.3. Other planning issues
 - 8.4. Northfields development treatment plants
9. To receive an update on the road flooding at Lolly Moor
10. To receive an update on Shipdham Road, Westfield speed review
11. To consider a date for holding a Community Surgery at the Pavilion with MP George Freeman

- 12. To receive an update on the River Tud pollution
- 13. Highway Surveyors Land, Steggs Lane to receive an update on the pond
- 14. Finance
 - 14.1. To agree the following items for payment (April) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Octopus Energy	Electricity Charges	£58.17	£2.77	£55.40
Norfolk ALC	Annual Subscription	£154.44	-	£154.44
Norfolk ALC	Website Hosting Fee	£70.00	-	£70.00
Everflow	Water Charges	£28.06	-	£28.06
ICO	Data Protection Fee	£35.00	-	£35.00
Clerk	Wages and expenses	£385.30	£4.16	£381.14
HMRC	PAYE	£40.40	-	£40.40

- 17.2. To note receipt of the any credits

Detail	Total
Precept 1 st Instalment	£4,595.59

- 14.3. To receive the monthly financial report
- 14.4. To review and approve the General Reserves Statement
- 14.5. To receive an update on Barclays online banking
- 14.6. Wayleave payment option decision
- 15. To review and approve the following policies
Equality and Diversity, Data Protection and Record Management.
- 16. Urgent business to consider any issues raised by Cllrs that the Chairman considers urgent
- 17. To decide on any matters for consideration at the next meeting.
- 18. To confirm the next meeting date of the Parish Council as Tuesday, 21st May 2024 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.