

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 18 August 2015 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Roland Terry (Chairman), Nick Anema, William Downes, Mark Hansell, Pat Makinson, Simon Whiteley.
Julian Gibson (Clerk)

- 1 Apologies for absence. None.
- 2 Declarations of interest. None.
- 3 Dispensations. None.
- 4 Public Participation Session.
 - 4.1 **Community Speedwatch.** A parishioner voiced his concerns about the speed of vehicles on the B1135. At his request the police had been out with a radar gun and they suggested setting up a Community Speedwatch group. The Council indicated that it would support this. Any parishioners interested in joining the group should contact Mr Chris Gott.
 - 4.2 **Theft.** It was reported that following a farm open day a quad-bike and trailer had been stolen from a barn.
 - 4.3 **Footpath.** It was reported that low hanging branches from a tree over the footpath which emerges in Westfield south of Gorse Farm was causing a danger. Councillor Anema agreed to have a word with the landowner and ask him to cut it back.
- 5 **Minutes.** The minutes of the meeting held on Tuesday, 21 July 2015 were **confirmed** and **signed**.
- 6 **Matters arising.**
 - 6.1 [4.3] **Chapel Farm, Dereham Road, Whinburgh.** Breckland Council has confirmed that no planning application has been submitted and that it will investigate the complaint.
 - 6.2 [4.2] **Field entrance, Dereham Road, Westfield.** NCC Highways reports that their development control team have no knowledge of this access. They will arrange for it to be inspected and contact the land owner. Unfortunately the Council was unable to advise them who this is.
 - 6.3 [4.4] **Whinburgh bends.** NCC Highways say the road was last inspected on 16 June and 23 July and no surface defects were found. Their inspector will be asked to be mindful of the reports of loss of control accidents when the next inspection takes place.
 - 6.4 [12] **Bowls Club License.** The Chairman confirmed that he had given the drawn up License to the Secretary of the Club, pointing out that all their points of concern had been addressed. They were circulating it to their members before signature.
- 7 **Correspondence.** The following correspondence was **received**.
 - 7.1 Barclays Bank Plc: *Advance notification of charges.*
 - 7.2 M L Hindle Esq.: *Letter re trees on former Highway Surveyor's Land, Steggs Lane.* It was **agreed** to consider what needed to be done about this at the next meeting, as autumn was a more suitable time to remove tree branches.
 - 7.3 HM Revenue & Customs: *Outstanding expenses and benefits forms P11D and P11D(b): you need to act now to minimise or avoid penalties.*

- 7.4 Barclays Bank Plc: *Your Community Account Statement* - 1-31 July 2015.
- 7.5 Barclays Bank Plc: *Your Active Saver Account Statement* - 1-31 July 2015.
- 7.6 Highways England: *A47 Easton Roundabout Resurfacing*. The Clerk pointed out that the A47 would be closed in both directions between the A1065 Swaffham Interchange and the A1074 Longwater Interchange from 20:00 hours on Monday, 24 August and 06:00 hours on Tuesday, 25 August.
- 7.7 Barclays Bank Plc: *Confirmation of Signing Arrangement Amendments*.
- 7.8 Norfolk Constabulary: *Parish/Ward Crime Statistics* - 1-31 July 2015.

It was agreed to move item 9 forward to this point.

- 9 **Casual Vacancy.** It was **agreed** to co-opt Mr John Stevens to fill the vacancy on the Council caused by there being insufficient nominations at the May election.

Councillor Stevens signed his Declaration of Acceptance of Office form and joined the meeting.

9 **Planning.**

- 9.1 **3PL/2015/0539/F: The White House Farm, Whinburgh Road, Westfield.** Conversion of existing outbuilding to residential annexe. Planning Permission dated 24 July 2015 was **received**.
- 9.2 **3PL/2015/0540/F: The White House Farm, Whinburgh Road, Westfield.** Application for Erection of detached garage/store building. It was **agreed** that the Council had no objection.
- 9.3 **3PL/2015/0668/F: Follyfoot, Dereham Road, Westfield.** Application for Removal of condition 3 on 3PL/2003/0832/F (Personal to applicant). Planning Permission dated 28 July 2015 was **received**.
- 9.4 **3PL/2015/0742/O: Land adjacent Sundance, Shop Street, Whinburgh.** Erection of one & a half storey dwelling with detached garage. Notice of referral to Planning Committee meeting on 24 August 2015 was **received**.
- 10 **Playing Field hedges.** It was **noted** that a generous parishioner had once again paid for the playing field hedges to be cut. The Clerk was asked to write expressing thanks.
- 11 **Play Equipment.** The RoSPA Play Area Safety Inspection Report dated 23 June 2015 was **received**. The only risks identified were (a) the head entrapment risk on the climbing frame (which is an old piece of equipment and cannot be rectified), (b) the mixed swings (which could only be rectified by removal of the central baby-seat; the Council has for many years agreed to accept this risk), and (c) filling the bark pit beneath the climbing frame. This last will be rectified when the new matting is installed. Councillors agreed to try to get this work started this week.
- 12 **Exclusion of the Press and Public.** Under the Public Bodies (Admission to Meetings) Act 1960 s. 1(2) it was **resolved** to exclude the press and the public from the next item on the agenda, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 13 **Former Highway Surveyor's Land, Garvestone.** The Clerk reported he had been advised by the Land Registry that Mr Isbill's solicitor had withdrawn her client's objection, and therefore the Council's application for first registration would proceed. The Council welcomed the news.

The Meeting was re-opened to the Press and Public.

14 **Finance.**

- 14.1 **Election cost.** It was **resolved** that cheque number 100663 for £75.00 to Breckland Council be signed in settlement of their invoice no. 0000767412 for the cost of the uncontested election on 7 May 2015. (*Representation of the People Act 1983 s. 36(5)*)

- 14.2 **Field & Pavilion.** It was **resolved** that cheque number 100664 for £78.00 (£65.00 + £13.00 VAT) to Playsafety Limited be signed, in settlement of invoice no. 018416 for the annual safety inspection. (*Public Health Act 1875 s.164 and Local Government Act 1972 Sch. 14 para. 27*)
- 14.3 **Monthly Financial Report.** The report for the month ended and 31 July 2015 was received.
- 15 **Matters for consideration at next meeting.** Water meter for Pavilion.
- 16 **Next meeting.** It was **confirmed** that the next meeting will be on **Tuesday, 15 September 2015**, at 7.30 p.m. in **Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.**

Confirmed:

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Roland Terry, Chairman

15 September 2015

Tuesday, 15 September 2015

Tuesday, 20 October 2015

Tuesday, 17 November 2015

Tuesday, 15 December 2015

Tuesday, 19 January 2016

Tuesday, 16 February 2016

Tuesday, 15 March 2016

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