

# WHINBURGH & WESTFIELD PARISH COUNCIL

5 November 2016

**Members of the public are invited** to attend a Meeting of Whinburgh & Westfield Parish Council to be held in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh, on Tuesday, 15 November 2016 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

## Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, ask 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.
5. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 18 October 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [4.1] **Reflector posts at corner on Shop Street.** The Clerk has received an Email from NCC saying "We have inspected and are going to resolve the problem."
  - 6.2. **Playing Field entrance.** The work on the entrance to the field has now been completed.
7. **To receive** Correspondence (available at the meeting).
  - 7.1. UK Power Networks: *Wayleave Payment credit advice.*
  - 7.2. *Clerks & Councils Direct* - November 2016.
  - 7.3. Barclays Bank Plc: *Your Community Account statement* - 1-31 October 2016.
  - 7.4. Barclays Bank Plc: *Your Active Saver Account statement* - 1-31 October 2016.

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2016/1195/VAR: Barn at Land Affronting Dereham Road, Shipdham.** Application for New dwelling & carport revised scheme 3PL/2016/0348/F. **To note** that the Clerk has responded “No objection” under his delegated powers.
9. **To receive** the *Health and Safety Tree Survey / Risk Assessment* report prepared by Treecreeper Arboriculture on the trees on the Former Highway Surveyor’s land in Steggs Lane, Westfield, and **to agree** any actions needed as a result.
10. **To receive** an update on the proposed future of the old green shed owned by the Bowls Club, and **to agree** any further action.
11. **To consider** a proposal that the Council purchase a Marquee for occasional use on the Playing Field.
12. **To note** that the Clerk has persuaded BT to credit the Council’s account with them (or waive charges due) with the cost of his making an abortive or wasted visits to the Pavilion on three occasions (3 May, 12 September and 22 September), and **to agree** to pay him for the additional 18 hours work involved.
13. **To agree** the budget for 2017/18.
14. **To agree** the Precept for 2017/18.
15. **Finance.**
  - 15.1. **To approve** payment of £500.00 to Tom West, of Treecreeper Arboriculture, in settlement of invoice dated 21 October 2016, for the Health and Safety survey at Steggs Lane.
  - 15.2. **To approve** payment of £240.00 (£200 + £40 VAT) to Johnson Hire & Sales Limited in settlement of his invoice no. 401 for work carried out on the entrance to the Playing Field.
  - 15.3. **To approve** payment of £393.49 (£327.91 + £65.58 VAT) to BT in settlement of their invoice I001 OG as copiously amended, for at last installing the telephone line and broadband provision in the Pavilion.
  - 15.4. **To receive** the monthly Financial Report.
16. **To decide** on any matters for consideration at next meeting.
17. **To confirm** the date of the next meeting as Tuesday, 13 December 2016 at 7.30 p.m., in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 13 December 2016	Tuesday, 20 February 2017
Tuesday, 17 January 2017	Tuesday, 20 March 2017
Tuesday, 15 November 2016	

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