

WHINBURGH & WESTFIELD PARISH COUNCIL

8 July 2020

Members of the public are invited to attend a Meeting of Whinburgh & Westfield Parish Council to be held **via video link**, on **Wednesday, 15 July 2020** at 7.30 p.m. for the purpose of transacting the following business. It is possible to attend this virtual meeting by computer, notepad, smart phone or similar device, or even (in audio only) using a landline. Please contact the Clerk, preferably by email at clerk.whinburghandwestfieldpc@gmail.com (or failing that on 01953 499980). You will then be sent instructions and password to join the meeting.



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 no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. 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, answer questions, and give evidence in respect of any item of business included in the agenda. In view of the additional complexity of holding this meeting "virtually", the Chairman will be particularly strict in keeping this section of business as short as possible.
5. **To confirm** the minutes of the meeting held on Tuesday, 16 June 2020, for retrospective signing by the Chairman of the next face-to-face meeting of the Council.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [4.3] **Dog waste bin, Shop Street.** Breckland Council would not agree to an additional bin elsewhere in Shop Street, but has agreed to a second bin being located adjacent to the existing one to avoid over-filling. It is important to note, though, that nowadays all bins have to be for general litter, which includes dog waste. After consulting with the Chairman the Clerk has ordered an additional bin, which Cllr. Carrel will arrange to be installed.
7. **To receive** Correspondence.
 - 7.1. nPower: *Urgent - if you don't want to leave us, please call today.*

- 7.2. Octopus Energy: *You're now a customer.*
- 7.3. *Clerks & Councils Direct* - July 2020.
- 7.4. Barclays Bank Plc: *Your Business Accounts - at a glance* - Your balances on 30 June 2020.
- 7.5. Barclays Bank Plc: *Your Community Account statement* - 30 May - 30 June 2020.
- 7.6. Barclays Bank Plc: *Your Community Account statement* - 30 May - 30 June 2020.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where.
- 8.1. **3PL/2020/0255/O: Westfield Acre, Dereham Road, Westfield.** Outline permission for one dwelling. Planning Permission dated 17 June 2020.
- 8.2. **3PL/2015/1490/O: Land off Shipdham Road, Westfield Road and Westfield Lane.** Residential development for a minimum of 291 dwellings, link roads, open space and recreational space. Planning Permission dated 25 June 2020..
- 8.3. **3PL/2020/0376/D: Development Site at Chapel Farm, Dereham Road, Whinburgh.** Reserved matters application for Residential Development Planning Permission dated 25 June 2020
9. **To receive** the RoSPA Play Equipment Inspection Report, and **to consider** the steps necessary.
10. **To agree** a future plan of action regarding the proposed new play equipment project, notably future grant applications.
11. **To note** the current position regarding the new Whinburgh Village Sign, and to **agree** a plan for the installation and unveiling.
12. **To note** that the owners of the Mustard Pot Public House have announced that they are closing down, and **to consider** any Council action which might be necessary as a result.
13. **To consider** the proposed new Model Member Code of Conduct and **to agree** a response to the consultation by the Local Government Association.
14. **To note** that, after advertising the Former Highway Surveyor's Land near the border with Garvestone Parish as being available for rental, the Council received only one expression of interest, that being from Cllr. Anema. Both parties have now completed and exchanged a Farm Business Tenancy agreement relating to this land and the adjacent Whinburgh Parochial Charities Land for a period up to 31 December 2025, with the rental income to be divided between the Council and the Charity based on area at a ratio of 1:5.
15. **Finance.**
- 15.1. **To note** that on 3 July 2020 Everflow Water deducted £9.71 from the Council's account by Direct Debit, in settlement of their Invoice no. 581752 for water supplied.
- 15.2. **To approve** payment of £82.20 (£68.50 + £13.70 VAT) to Playsafety Limited in settlement of invoice no. 49577 for the Annual Inspection of the Play Equipment.
- 15.3. **To approve** payment of £158.01 (£131.68 + £26.33 VAT to Glasdon UK Limited, in settlement of their invoice no. 3037268, for a new litter/dog waste bin for Shop Street, Whinburgh.
- 15.4. **To note** receipt of the following credit:
- 15.4.1. HM Revenue & Customs - VAT Reclaimed: £82.67 - 20 April 2020.
- 15.5. **To vire** the sum of £150.00 from the Contingency budget to Other to cover the cost of the new waste bin and sundry Land Registry searches.
- 15.6. **To receive** the monthly Financial Report.
16. **To decide** on any matters for consideration at next meeting.

17. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 18 August 2020 at 7.30 p.m., via video link.

Possible Future Meeting dates:

Tuesday, 18 August 2020

Tuesday, 17 November, 2020

Tuesday, 16 February, 2021

Tuesday, 15 September 2020

Tuesday, 15 December, 2020

Tuesday, 16 March, 2021

Wednesday, 14 October 2020

Tuesday, 19 January, 2021

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