

WHINBURGH & WESTFIELD PARISH COUNCIL

7 December 2020

Members of the public are invited to attend a Meeting of Whinburgh & Westfield Parish Council to be held **via video link** on Tuesday, 15 December 2020 at 7.30 p.m. for the purpose of transacting the following business. Join the meeting using computer, iPad, mobile phone or the like, via this link: <https://us02web.zoom.us/j/84864884219>, or using a land-line telephone dial 0203 695 0088 and follow the instructions, entering meeting number 848 6488 4219.



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. 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.
5. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 17 November 2020.
6. **To report** matters arising from the minutes not on the agenda: **for information only**.
 - 6.1. [15, Minutes of 14 October 2020] **Children's Play/Adult Fitness Equipment.** It had been hoped that Breckland Council's decision on this grant application would be announced at the Cabinet meeting on 30 November, but this did not happen.
7. **To receive** the following correspondence:
 - 7.1. Barclays Bank Plc: *Your business accounts – at a glance* – Your balances on 30 November 2020.
 - 7.2. Barclays Bank Plc: *Your Community Account* – 31 October - 30 November 2020.
 - 7.3. Barclays Bank Plc: *Your Active Saver Account* – 31 October - 30 November 2020.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where.
 - 8.1. **3PL/2020/1014/HOU: Brook Vale Barn, Church Road, Whinburgh.** Erection of 4 bay Cart Lodge. **To receive** Planning Permission dated 28 October 2020.

- 8.2. **3PL/2020/1326/F: Land adjacent Greenacres, Dereham Road, Westfield.** Erection of one new dwellinghouse. (Extension of deadline until 18 December agreed by Breckland.)
- 8.3. **3PL/2020/1101/HOU: Barleyfield, 1 Church Road, Whinburgh.** First floor extension to Side and Single Storey Extension to Rear with Porch/Canopy Extension to Front. **To receive** Planning Permission dated 25 November 2020.
- 8.4. **3PN/2020/0049/UC: Barn 2, Manor Farm, Church Road, Whinburgh.** Prior approval for proposed change of use of agricultural barn to 4 dwellings (Town and Country Planning (General Permitted Development) Order 2015, Schedule 2, Part 3 Class Q. **To receive** notice that Prior Approval is required and is Granted.
9. **To note** that, as advised at the last meeting (item 6.4) the Clerk had applied to Breckland Council for the Government's Local Restrictions Support Grant, which has been approved.
10. **To consider** transferring all or part of the funds received under the Local Restrictions Support Grant scheme (£11,334) to an Earmarked Reserve, to be used for major repairs or enhancements to the Parish Pavilion.
11. **To agree** the Budget for 2020/21.
12. **To agree** the Precept for 2020/21.
13. **Finance.**
 - 13.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £959.66 (salary for 28 September 2020 to 27 December 2020: £946.66; payment for use of home as office: £13.00).
 - 13.2. **To approve** payment of £49.30 (Postage & telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 9 September Dec to 7 September 2019.
 - 13.3. **To approve** payment of £4,805.00 to Village Sign People in settlement of invoice no. 145. (**Note:** In view of the change to a longer post rather than use of the existing plinth, a revised invoice has been issued. The Clerk has destroyed cheque no. 100836 and written that back into the cash book.)
 - 13.4. **To note** receipt of the following credit:
 - 13.4.1. Breckland Council - £1,334.00 - Government Local Restrictions Support Grant - 27 November 2020.
 - 13.5. **To receive** the monthly Financial Report.
14. **To decide** on any matters for consideration at next meeting.
15. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 19 January 2021 at 7.30 p.m., via Zoom video link.

Possible Future Meeting dates:

Tuesday, 19 January, 2021

Tuesday, 16 February, 2021

Tuesday, 16 March, 2021

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