

# WHINBURGH & WESTFIELD PARISH COUNCIL

9 March 2021

**Members of the public are invited to attend** a Meeting of Whinburgh & Westfield Parish Council to be held **via video link** on Tuesday, 16 March 2021 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/89802616202>, or using a land-line telephone dial 0203 695 0088 and follow the instructions, entering meeting number 898 0261 6202.

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, 16 February 2021.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [10.3] **Goal post.** The goal post has been delivered and is now in four boxes in the Pavilion.
7. **To receive** the following correspondence:
  - 7.1. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 26 February 2021.
  - 7.2. Barclays Bank Plc: *Your Community Account* - 30 January - 26 February 2021.
  - 7.3. Barclays Bank Plc: *Your Active Saver Account* - 30 January - 26 February 2021.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
  - 8.1. **3PL/2021/0160/HOU: Sycamore Cottage, Dereham Road, Whinburgh.** Two storey extension to the rear of the property and single-story extension to the side. AMENDMENT: replace flat roof with lean-to, swap bedroom 4 and bathroom first floor, fenestration changes to bedroom 1 east elevation first floor. **To note** that, after consultation with Members, the Clerk has responded "No objections" using delegated powers.
9. **To receive** a report of the meeting between the Chairman, Clerk, and owner of NGF Play Limited, and **to agree** any actions required.
10. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.

11. **To review** the Risk Assessment.
12. **To carry out** the Annual Review of the system of internal control.
13. **Finance.**
  - 13.1. **To note** that on 8 March 2021 Octopus Energy will deduct £59.12 (£56.30 + £2.82 VAT) from the Council's account by direct debit, in settlement of invoice no. 0010, for electricity supplied.
  - 13.2. **To note** receipt of the following credit:
    - 13.2.1. Breckland Council - £2,096.00 - Government Local Restrictions Support Grant (Closed) for the 44 days to 31 March 2021 (placed in Pavilion Earmarked Reserve) - 24 February 2021.
  - 13.3. **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, 20 April 2021 at 7.30 p.m., via Zoom video link.

**Possible Future Meeting dates:**

Tuesday, 16 March 2021	Tuesday, 17 August 2021	Tuesday, 14 December 2021
Tuesday, 20 April 2021	Tuesday, 21 September 2021	Tuesday, 18 January 2022
Tuesday, 18 May 2021	Tuesday, 19 October 2021	Tuesday, 15 February 2022
Tuesday, 15 June 2021	Tuesday, 16 November 2021	Tuesday, 15 March 2022
Tuesday, 20 July 2021		

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