

WHINBURGH & WESTFIELD PARISH COUNCIL

13 April 2021

Members of the public are invited to attend a Meeting of Whinburgh & Westfield Parish Council to be held **via video link** on Tuesday, 20 April 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/82806523844>, or using a land-line telephone dial 0203 695 0088 and follow the instructions, entering meeting number 828 0652 3844.



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 March 2021.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [9, Minutes of 16 February 2021] **Maintaining the option of virtual meetings.** George Freeman MP has forwarded a response to his question to the MHCLG, and received a response from the Minister saying that the Government has received representation from local authorities and sector representative organisations making the case for the continuation of remote meetings beyond 7 May 2021 and saying that they are "carefully considering next steps in this area." Mr Freeman says he will "continue to follow matters closely."
 - 6.2. [6.1] **Goal post.** The Clerk has arranged for this to be added to the Council's insurance. No additional premium will be required for the current year.
7. **To receive** the following correspondence:
 - 7.1. Breckland Council: *National Non-Domestic Rate Demand 2021/22* - Amount due: £0.00.
 - 7.2. HM Revenue & Customs: *Important information for all employers* - (regarding year-end).

- 7.3. Barclays Bank Plc: *Your business accounts - at a glance* - Your balances on 30 March 2021.
- 7.4. Barclays Bank Plc: *Your Active Saver Account* - 27 February - 31 March 2021
- 7.5. Barclays Bank Plc: *Your Active Saver Account* - 27 February - 31 March 2021.
- 7.6. Royal British Legion Industries: *VE Day 8th May 2021*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
- 8.1. **3PL/2021/0477/LB: Whinburgh Old Hall, Dereham Road, Whinburgh.** Maintenance and improvement work, (see schedule of works).
9. **To consider** any actions the Council might take with regard to the poor state of sections of the B1135.
10. **To receive** a message from the Norfolk County Council Cabinet Member for Environment and Waste, concerning *1 million Trees for Norfolk* and **to consider** whether the Council should be involved in this.
11. **To decide** what action the Council should take (if any) with regard to the fencing round the planned Play and Adult exercise area.
12. **To approve** a Financial Reserves Policy.
13. **To receive** notice from Luke Hall MP, Minister for Regional Growth and Local Government stating that the Government has decided not to bring forward emergency legislation to extend the regulations permitting virtual meetings from 7 May 2021. This is despite,
- 13.1. Coronavirus full page Government newspaper adverts stating, "Every online meeting is making a difference";
- 13.2. letters being sent to people previously advised to shield, stating, "It is important that you continue to keep the number of social interactions that you have low";
- 13.3. the route-map out of lockdown saying that organised indoor meetings (and therefore the opening of village halls) will not be permitted until 17 May at the earliest;
- 13.4. Scottish local authorities having had express provision to meet remotely prior to the pandemic, and the Welsh Government having since passed legislation coming into force on 1 May and makes express indefinite provision for Welsh local authorities to meet remotely;
- 13.5. MPs being able to continue to attend the House of Commons remotely until 21 June; and
- 13.6. The Speaker having announced that House of Commons Select Committees are to continue meeting virtually until 17 September.
14. **To note** that Local Government lawyers have asked the High Court to rule that, as there is nothing in current legislation that actually debars Councils from meeting virtually, no changes are required and that virtual meetings are legally permitted under existing laws. The Court has agreed that this case will be fast-tracked, and a decision is expected by the end of April.
15. **To consider** (in case it is deemed not to be legal to hold meetings virtually from 7 May onwards) rescheduling the Annual Meeting of the Parish Council to a day and time between 1-6 May inclusive. (This meeting must be held on a day in May.)
16. **To consider** (in case it is deemed not to be legal to hold meetings virtually from 7 May onwards, and as it may well be impossible on occasions to muster a quorum at such a physical meeting as a result of Coronavirus concerns) delegating all decisions on any matter where delegation is legally possible to the Clerk, and **to agree** any necessary conditions relating to consultation with members.
17. **To note** that the Government has issued a 12-week "Call for evidence" relating to virtual meetings, and **to agree** that the Clerk should respond on behalf of the Council asking for Parish Councils to have the power to take this decision in relation to all future meetings, so that this option exists, whether or not the Council at the time decides to make use of it.

18. **To note** that, after consultation with members, the Clerk has renewed the Council's contract for electricity supply with Octopus Energy on a 24-month Fixed Rate.
19. **To note** that Playsafety Limited has given the usual advance notice of their inspection to take place in June. However, in view of the imminent replacement of all the play equipment, (etc.) the Clerk has cancelled this, and will arrange for them to come when the new equipment is installed, in order to provide an independent check that all has been carried out correctly.
20. **To note** that the Clerk has discovered that UK Power Networks had stopped paying the Council under a Wayleave Agreement which has been in existence since April 1954 because they had lost the document. The Clerk copied them with what they had provided him with when he asked about this in 2007, and they agreed to reinstate the payments. However, when the amount received turned out to be only a fraction of the previous payments (see item 21.5.1), he contacted them, and was told that they had set up the new payment schedule to make them annually rather than every 5 years as stated in the Agreement. They have said they will rectify this, and send a payment for the difference, but this has yet to arrive.
21. **Finance.**
 - 21.1. **To approve** payment of £153.47 to Norfolk Association of Local Councils, in settlement of their invoice no. 4910, being the membership subscription for 2021-22.
 - 21.2. **To approve** payment of £11.25 to SLCC Enterprises, being this parish's share of invoice no. BK201819 for the Clerk to attend the Virtual Regional Training Seminar - East on 21 April 2021.
 - 21.3. **To note** that on or around 26 April 2020 the Information Commissioner's Office will collect £35.00 from the Council's account by direct debit, being the data protection fee due under the *Data Protection (Charges and Information) Regulations 2018*.
 - 21.4. **To note** that on 30 March 2021 Everflow Water deducted £12.66 from the Council's account by Direct Debit, in settlement of their Invoice no. 905916 for water services.
 - 21.5. To note receipt of the following credits:
 - 21.5.1. Eastern Power Networks Plc - Wayleave Payment - £2.32 - 3 April 2021.
 - 21.5.2. Breckland Council - Precept - £3,725 - 7 April 2021.
 - 21.6. **To receive** the monthly Financial Report.
22. **To decide** on any matters for consideration at next meeting.
23. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 18 May 2021 at 7.30 p.m., via Zoom video link.

Possible Future Meeting dates:

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

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