

WHINBURGH & WESTFIELD PARISH COUNCIL

7 December 2021

Members of the public are invited to attend a Meeting of Whinburgh & Westfield Parish Council to be held in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh on Tuesday, 14 December 2021 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 they should declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests, and 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. **Standing item:** Play equipment inspection.
6. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 16 November 2021.
7. **To report** matters arising from the minutes not on the agenda: **for information only.**
8. **To receive** the following correspondence available at the meeting, or * distributed by email:
 - 8.1. *Breckland Council: *Local Plan letter to all Parish and Town Councils.*
 - 8.2. *Breckland Cllr. Ian Martin: *Briefing: Local Plan update.*
 - 8.3. *Breckland Cllr. Ian Martin: *Statement of Community Involvement Consultation.*
 - 8.4. Norfolk County Council: *Budget Consultation for 2022/23.*
 - 8.5. *Cllr. Ed Connolly: *Latest Information, Advice, Useful Links and Service Updates - 25 November 2021.*
 - 8.6. Barclays Bank Plc: *Your Business accounts - at a glance - Your balances on 30 November 2021.*
 - 8.7. Barclays Bank Plc: *Your Community Account - 30 October - 30 November 2021.*
 - 8.8. Barclays Bank Plc: *Your Active Saver Account - 31 July - 30 November 2021.*

9. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
 - 9.1. **3PL/2021/1515/HOU: The Oaks, Church Road, Whinburgh.** Single Storey rear extension, new windows to side elevation, Juliet doors & balcony to rear in place of a window. (Extension in response deadline to 18 December agreed by Breckland.)
 - 9.2. **3PL/2021/1546/HOU: The Old School, Church Road, Whinburgh.** Single storey rear extension. (Extension in response deadline to 18 December agreed by Breckland.)
 - 9.3. **3PL/2021/1557/VAR: Lowdells House, Shop Street, Whinburgh.** Variation of condition 2 of 3PL/2019/1194/VAR - Revised entrance to the site. (Extension in response deadline to 18 December agreed by Breckland.)
 - 9.4. **3PL/2021/1128/F: Barn 2, Manor Farm, Church Road, Whinburgh.** Demolish redundant agricultural barn and Erection of 1No. two storey 4-bedroom and 1No. 2-bedroom single storey property. **To note** that Cllr. Ian Martin has been successful in getting this application called in, so it will be determined by the Planning Committee, possibly on 20 December, and **to consider** appointing a Councillor to speak.
 - 9.5. **3PL/2021/1582/HOU: Barleyfield, 1 Church Road, Whinburgh.** First floor extension to side and single storey extension to rear with porch/canopy extension to front (Amended scheme to Permission 3PL/2020/1101/HOU).
10. **To consider** making a response to the brief consultation on the Breckland *Statement of Community Involvement*.
11. **To note** that the Clerk has spoken Wernick who confirmed that the repair to the rear of the Pavilion that he carried out was adequate as it seemed to be working. However, they were concerned that the exterior of the building had so much green algae and suggested this could be because the gutters were blocked causing the water to overflow. So, they recommended that these be checked, cleared if necessary, and that the exterior of the building be cleaned.
12. **To consider** whether the Council needs to think about finding an alternative contractor to undertake grass cutting on the Playing Field.
13. **To note** that the Clerk has applied under the NCC Parish Partnership Scheme for installation of a hot rolled asphalt entrance to the Playing Field and a Breedon Gravel widened pathway to the Pavilion. The total cost of the project would be £14,500, but if the bid is successful the NCC grant will cover 50% of this. In addition, County Cllr. Ed Connolly has committed a further £2,000 from his budget allocation, so the overall cost to the Council would be £5,250/£3,250. NCC intends to announce its decision in March 2022.
14. **To agree** the Budget for 2022/23.
15. **To agree** the Precept for 2022/23.
16. **Finance.**
 - 16.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,122.16 (Salary for 27 September 2021 to 2 January 2022: £946.66; payment for use of home as office: £13.00; Mileage Allowance Payment for 12 September 2021 to 1 December 2021: £162.50).
 - 16.2. **To approve** payment of £39.52 (Postage & telephones £11.36; Pavilion £5.70; Other (Tamtorque tool) - £19.97; VAT £2.49) to the Clerk as reimbursement for items paid on behalf of the Council for 12 September 2021 to 2 December 2021.
 - 16.3. **To note** that on 13 December 2021 Octopus Energy deducted £34.31 (£32.68+ £1.63 VAT) from the Council's account by direct debit, in settlement of invoice no. 0019, for electricity supplied.
 - 16.4. **To receive** the monthly Financial Report.
17. **To decide** on any matters for consideration at next meeting.
18. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 18 January 2021 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 18 January 2022

Tuesday, 15 February 2022

Tuesday, 15 March 2022

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