

# WHINBURGH & WESTFIELD PARISH COUNCIL

12 April 2022

**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, 19 April 2022 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 consider** filling the casual vacancy arising from the resignation of Tony Needham by co-opting Mr. Tony Pinch.
7. **To confirm** and **sign** the minutes of the Meeting held on Tuesday, 15 March 2022.
8. **To report** matters arising from the minutes not on the agenda: **for information only.**
9. **To receive** the following correspondence available at the meeting, or \* distributed by email:
  - 9.1. County Cllr. Ed Connolly: *NCC Latest Information, Advice, Useful Links and Service Updates* - updated 31 March 2022.
  - 9.2. Breckland Council: *National Non-Domestic Rate Demand 2022/23* for Parish Pavilion (£0.00).
  - 9.3. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 March 2022.
  - 9.4. Barclays Bank Plc: *Your Community Account*. - 1-31 March 2022.
  - 9.5. Barclays Bank Plc: *Your Active Saver Account*. - 1-31 March 2022.

10. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
- 10.1. **3PL/2022/0280/LU: Gate House, Shop Street, Whinburgh.** Single storey rear extension with minor alterations - Certificate of lawfulness proposed. **To note** that, after consulting with Members, the Clerk responded saying that the Council had no reason to think that this application did not come within the tolerances set out in Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). **NOTE:** This application now appears to have been changed from LU to HOU, but as yet we have received no information about this. The Clerk has chased for information as to whether a new response is required, and for confirmation whether this is retrospective or new build.
11. **To receive** notice of the *Breckland Local Plan: Call for Sites Consultation*, and **to agree** any response the Council might wish to make.
12. **Finance.**
- 12.1. **To approve** payment of £157.02 to Norfolk Association of Local Councils, in settlement of their invoice no. 347, being the membership subscription for 2022-23.
- 12.2. **To note** that on or around 26 April 2022 the Information Commissioner's Office will deduct £35.00 from the Council's account, being the renewal fee due under the Data Protection Act 2018.
- 12.3. **To note** that on 30 March 2022 Everflow Water deducted £12.73 from the Council's account by Direct Debit, in settlement of their Invoice no. 1446435 for water services.
- 12.4. **To note** that on 22 March 2022 Octopus Energy deducted £48.34 (£41.80+ £6.54 VAT) from the Council's account by direct debit, in settlement of invoice nos. 0021 & 0022, for electricity supplied.
- 12.5. **To note** that on 21 April 2022 Octopus Energy will deduct £54.53 (£51.41+ £3.12 VAT) from the Council's account by direct debit, in settlement of invoice no. 0023, for electricity supplied.
- 12.6. **To note** receipt of the following credit: Breckland Council - Precept - £4,270.00 - 6 April 2022.
- 12.7. **To receive** the monthly Financial Report.
13. **To decide** on any matters for consideration at next meeting.
14. **To confirm** the date the next Meeting of the Parish Council as Tuesday, 17 May 2022 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 19 April 2022	Tuesday, 16 August 2022	Tuesday, 13 December 2022
Tuesday, 17 May 2022	Tuesday, 13 September 2022	Tuesday, 17 January 2023
Tuesday, 14 June 2022	Tuesday, 18 October 2022	Tuesday, 14 February 2023
Tuesday, 19 July 2022	Tuesday, 15 November 2022	Tuesday, 14 March 2023

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