

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 19 April 2022 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Nick Anema (Vice-Chairman), Siân Carrell, Mark Hansell, Kate Latham, Simon Whiteley.
Julian Gibson (Clerk).

Absent: Councillors: Mike Goodrick.

- 1 **Apologies for absence.** It was **resolved** to accept the reason for absence offered by Cllr. Goodrick.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public Participation Session.** The Chairman mentioned the letter sent to Planning Authorities (including Breckland) in the catchment area of the River Wensum and the Norfolk Broads by Environment Agency saying that no future permissions should be granted unless the applications could prove that they would achieve Nutrient Neutrality. The Authorities are discussing the impact, and, although the Clerk has asked Breckland via our Ward Members for an update, he has received no response as yet.
- 5 **Standing item: Play equipment inspection.** Cllr. Latham confirmed that she had carried out and recorded the monthly inspection, and found no issues.
- 6 **Casual Vacancy.** It was **resolved** to co-opt Mr Tony Pinch to fill the casual vacancy caused by the resignation of Cllr. Needham. Mr. Pinch signed his Declaration of Acceptance of Office, and joined the meeting.
- 7 **Minutes.** The minutes of the Meeting held on Tuesday, 15 March 2022 were **confirmed**, and **signed** by the Chairman.
- 8 **Matters arising.**
 - 8.1 [11.5] **Play Area.** Cllr Whiteley reported a new gate had been inserted at the Pavilion end of the Area.
 - 8.2 [11.6] **Parish Partnership Scheme.** The Clerk reported that he had arranged for cheque no. 100911 for £5,250.00 to Norfolk County Council to be signed, but he had held back on doing so until the start of the new financial year. He had sent this off with a request that the work be completed in time for the Platinum Jubilee Celebrations. (*Highways Act 1980 s. 43*)
 - 8.3 [16] **Covid Memorial Plaques.** Post-meeting note: Following the meeting the Chairman erected one plaque on the Parish Pavilion.
 - 8.4 [21] **HM The Queen's Platinum Jubilee (1).** The Clerk showed the Council the official Green Canopy plaque, and the members agreed that he should obtain one.
 - 8.5 [21] **HM The Queen's Platinum Jubilee (2).** Cllr. Latham said that she and a small group were making plans to hold a "Bring your own Picnic" lunch at the Playing Field on Sunday 5 June, 12:00 - 4:00 with various lawn games, etc. The tree planting could take place at the same time. Members indicated that the Council would be happy to fund prizes and the printing of posters and invitations (to be delivered with Group News).
- 9 **Correspondence.** The following correspondence was **received**.
 - 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).

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

- 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 Planning.

- 10.1 **3PL/2022/0280/LU: Gate House, Shop Street, Whinburgh.** Single storey rear extension with minor alterations - Certificate of lawfulness proposed. It was **noted** 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). The Clerk advised that the application has since been changed from LU to HOU and a consultation on that has been launched. It was **resolved** that the Council had no objections.

- 11 **Breckland Local Plan: Call for Sites Consultation.** It was **agreed** that the Clerk should try to get the site north of Lolly Moor registered as a Local Green Space on the grounds that it acts as a buffer zone to the adjacent County Wildlife Site.

12 Finance.

- 12.1 **Subscriptions.** It was **resolved** that cheque number 100912 for £157.02 to the Norfolk Association of Local Councils be signed, in settlement of their invoice no. 347 for the annual subscription for 2022/23. (*Local Government Act 1972 s.143*)
- 12.2 **Subscriptions.** It was **noted** that on or around 26 April 2022 the Information Commissioner's Office will collect £35.00 from the Council's account by direct debit, being the renewal data protection fee due under the *Data Protection (Charges and Information) Regulations 2018*. (*Local Government Act 1972 s.111*)
- 12.3 **Field & Pavilion.** It was **noted** that on 30 March 2022 Everflow Water deducted £12.73 from the Council's account by direct debit, in settlement of invoice no. 1446435, for water services.
- 12.4 **Field & Pavilion.** It was **noted** 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 **Field & Pavilion.** It was **noted** 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 **Credits.** Receipt of the following credit was noted: Breckland Council - Precept - £4,270 - 7 April 2021.
- 12.7 **Monthly Report.** The report for the month ending 31 March 2022 was **received**.

- 13 **Matters for consideration at next meeting.** None.

- 14 **Next meeting.** The Annual Meeting of the Parish Council was **confirmed** as Tuesday, 17 May 2022, at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Confirmed:

.....
Nick Anema, Chairman
17 May 2022

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

Possible Future Meeting dates:

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

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

DRAFT