

# WHINBURGH & WESTFIELD PARISH COUNCIL

8 November 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, 15 November 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 confirm** and **sign** the minutes of the Meeting held on Tuesday, 18 October 2022.
7. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 7.1. [12] **Chapel Farm.** Breckland Council has confirmed that it is already aware of this issue, and is currently investigating it under reference ENF/206/22/PAR.
8. **To receive** the following correspondence available at the meeting, or \* distributed by email:
  - 8.1. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 October 2022.
  - 8.2. Barclays Bank Plc: *Your Community Account* - 1 31 October 2022.
  - 8.3. Barclays Bank Plc: *Your Active Saver Account* - 1 31 October 2022.
9. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
  - 9.1. **3PL/2022/1085/HOU: Meadowside, Dereham Road, Westfield.** Demolish existing porch and erection of two storey front extension. Application approved 3 November 2022.

10. **To note** that the new entrance to the playing field and path to the Pavilion have now been installed thanks for partial funding under the NCC Parish Partnership Scheme.
11. **To receive** a note from the National Association of Local Councils confirming that the 2022-23 National Salary Award has been agreed at a flat rate of an additional £1.00/hour across all grades, meaning that the Clerk's salary will rise to £14.48/hour, or £4,141.28 p.a.
12. **Finance.**
  - 12.1. **To approve** payment of £48.00 (£40.00 + £8.00 VAT) to Begley Electrical Installations Limited in settlement of invoice no. INV-0662 for PAT testing in the Pavilion.
  - 12.2. **To note** that on 11 November 2022 Octopus Energy will deduct £21.45 (£20.43 + £1.02 VAT) from the Council's account by direct debit, in settlement of invoice no. 0030, for electricity supplied.
  - 12.3. **To note** receipt of the following credits:
    - 12.3.1. UK Power Networks - Wayleave Payment - £34.11 - 18 October 2022.
    - 12.3.2. UK Power Networks - Wayleave Payment - £54.50 - 1 November 2022.
  - 12.4. **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, 13 December 2022 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Possible Future Meeting dates:**

Tuesday, 13 December 2022  
Tuesday, 17 January 2022  
Tuesday, 14 February 2023  
Tuesday, 14 March 2023

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