

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 18 October 2022 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Siân Carrel (Vice-Chairman), Mark Hansell, Richard Gundry, Tony Pinch. Julian Gibson (Clerk).

Absent: Councillors: Nick Anema, Mike Goodrick, Simon Whiteley.

In the absence of the Council Chairman the Vice-Chairman took the Chair.

- 1 Apologies for absence.** It was **resolved** to accept the reason for absence offered by Cllr. Anema.
- 2 Declarations of interest.** None.
- 3 Dispensations.** None.
- 4 Public Participation Session.**
 - 4.1 A member of the public asked whether the fingerpost sign at the five-ways junction in Westfield (which she reported to Highways had been demolished in January) was going to be replaced. The Clerk said he would chase Highways.
 - 4.2 Members of the public said they understood that the Former Highway Surveyor's land in Steggs Lane was going to be made accessible for parish residents. The Chairman said that the land had been registered in the Council's name with the Land Registry to protect it from claims of adverse possession, but that to make it usable by the public would need a considerable amount of effort by a working party, and not exclusively of Councillors. The Clerk will put this on a future agenda.
 - 4.3 The Council was asked if it would be possible to get a reduced speed limit on the road through Fiveways Junction. The Chairman said that NCC Highways had standards which needed to be met, one of which was the accident record. The Clerk said he would look up the history of accidents on the road, and take it to the next meeting for the Council to consider.
 - 4.4 Most members of the public had attended to voice their objections to an application they believed had been lodged with Breckland to add a further 89 houses to the 291 that already have permission to the north of Westfield, within the parish of Dereham. The Clerk confirmed that the Council had not been informed of any such application, but that they had always been advised of previous application on this site. He would look into this next day. The Chairman stressed the importance of residents voicing their opinions to Breckland if such an application had been lodged. **Post meeting note:** An application had been lodged and Breckland Council has apologised for failing to advise the Council. The Clerk has obtained an extension in the response deadline so that it can be considered at the next meeting.
- 5 Standing item: Play equipment inspection.** Cllr. Pinch reported that he had carried out an inspection with no issues.
- 6 Minutes.** The minutes of the Meeting held on Tuesday, 18 October 2022 were **confirmed**, and **signed** by the Chairman.
- 7 Matters arising.**
 - 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.
 - 7.2 [6.2, Minutes of 20 July 2021] **Whinburgh Village Sign.** Cllr. Hansell reported that, after the Clerk had pointed out that the hedge behind the sign was now touching the post, he had cut this back, and also done behind the "Unsuitable for HGVs" sign on Shop Street, and behind the notice boards.

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

8 Correspondence. The following correspondence was **received**.

- 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 Planning.

- 9.1 **3PL/2022/1085/HOU: Meadowside, Dereham Road, Westfield.** Demolish existing porch and erection of two storey front extension. Application approval dated 3 November 2022.

10 Playing Field entrance. It was **noted** that the new entrance to the playing field and path to the Pavilion have now been installed. Members were broadly very happy with the work, but the verge either side was very soft, and had already become rutted by cars driving onto it. Cllr. Hansell said he would do some repairs with a rake, and in the spring apply some grass seed.

11 Clerk's salary. An advice note from the National Association of Local Councils was **received** which confirms that the 2022-23 National Salary Award has been agreed at a flat rate of an additional £1.00/hour across all grades. This means that the Clerk's salary will rise to £14.48/hour, or £4,141.28 p.a. The Clerk pointed out that the agreement also included award of an additional day's leave, bringing the total to 26 (pro rata). In 2016, when the Council last assessed the number of hours needed to do the Clerk's job, the holiday allowance was only 21 days. It was accepted that the Council therefore needed to increase the hours it paid to ensure that the correct number could be taken as paid leave in accordance with the contract. The Clerk will make the calculation and bring a proposal to a future meeting.

12 Finance.

- 12.1 **Field & Pavilion.** It was **resolved** that cheque number 100934 for £48.00 (£40.00 + £8.00 VAT) to Begley Electrical Installations Limited be signed, in settlement of invoice no. INV-0662 for PAT testing in the Pavilion (*Local Government Act 1972, s. 111*)

- 12.2 **Field & Pavilion.** It was **noted** that on 11 November 2022 Octopus Energy deducted £21.45 (£20.43 + £1.02 VAT) from the Council's account by direct debit, in settlement of invoice no. 0030, for electricity supplied. (*Local Government Act 1972, s. 111*)

- 12.3 **Credits.** Receipt of the following credits was **noted**:

- 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 **Monthly Report.** The report for the month ending 31 October 2022 was **received**.

13 Matters for consideration at next meeting.

- 13.1 Former Highway Surveyor's Land Westfield.
- 13.2 Speed limit through Fiveways crossroads.
- 13.3 Budget & Precept 2023-24.

14 Next meeting. The next Meeting of the Parish Council was **confirmed** as Tuesday, 13 December 2022, at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Confirmed:

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Nick Anema, Chairman
13 December 2022

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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.

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