

WHINBURGH & WESTFIELD PARISH COUNCIL

1st February 2023

To all members of the Council

You are hereby summoned 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, 7th February 2023 at 7.30 p.m. for the purpose of transacting the following business.

Rebecca Wade
Locum Clerk to the Council

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, 17th January 2023.
7. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 7.1. **Five-ways junction fingerpost sign.** It would appear that NCC Highways was unaware that this sign had been demolished, but has now confirmed that it would be replaced. No date was given.
8. **Correspondence Received since November meeting**
9. **Planning**
 - 9.1. To receive and consider any new planning applications
 - 9.2. To note any planning decisions
 - 9.3. Other planning issues

To receive an update **3PL/2022/1267/F:** Chapel Farm, Dereham Road, Whinburgh. Cattle Shed (retrospective permission).

To receive an update **3PL/2022/1071/O:** Land to the east of Westfield Road and to South of Westfield Lane, Dereham. Outline planning application for development of a maximum of 89 dwellings and associated infrastructure (all matters reserved).

9.4. Possible development sites

10. Highways and footpath issues

11. 2023/2024 Budget

12. 2023/2024 Precept

13. Finance

13.1. To agree the following items for payment (December and January) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Cllr Whiteley	Reimbursement of Impress Express for new header for notice board	42.00	7.00	35.00
Octopus Energy*	Electricity supplied - November	21.45	1.02	20.43
Neville Lake	Grass cutting	1,200.00	-	1,200.00
Octopus Energy*	Electricity supplied - December	56.55	2.69	53.86
Everflow Water*	Water rates – December quarter	15.36	-	15.36
Octopus Energy*	Electricity supplied – January	116.46	5.55	110.91
Clerk	Quarterly wages and expenses	1,674.22	-	1,674.22
Locum Clerk	Wages and expenses	456.22	-	456.22

13.2. To note receipt of the following credit :-

Rent received for Charity land £300

13.3. To receive the monthly financial report

13.4. Banking

13.5. SAAA notification of External auditor PKF Littlejohn for five year period until 2026/27

14. Urgent business to consider any issues raised by Cllrs that the Chairman considers urgent

15. To decide on any matters for consideration at next meeting.

16. To confirm the date the next Meeting of the Parish Council as Tuesday, 14th March 2023 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 14 March 2023

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