

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 14th March 2023 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Nick Anema (Chairman), Siân Carrel (Vice-Chairman), Mike Goodrick, Richard Gundry, Simon Whiteley, Rebecca Wade (Locum Clerk)

Also present 5 members of the public plus County Councillor Ed Connelly and District Councillors Paul Clausen and Paul Plummer.

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

The Chair welcomed everyone and informed them that the meeting was being recorded.

1. **Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Cllr Pinch and Cllr Hansell.

2. **Declarations of interest.** The Chairman declared a Disclosable Pecuniary interest in agenda item 9.3 3PL/2022/1071/O.

3. **Dispensations.** None.

4. **Public Participation Session.**

4.1 A member of the public was concerned that upon reading the local newspaper the planning application in 9.3 below was a forgone conclusion before the committee meeting had even taken place. The Chair explained that the Breckland planning committee had met that morning and the two applications that affected the Parish were the amendments to the existing planning permission for 291 homes and the other was the outline permission for an additional 89 houses. This was passed with 5 votes for and 5 votes against and the Chairman having the casting vote. The Chair suggested as it had been recommended by the officer at Breckland to approve it so suggested, this is maybe where the article had come from.

DC Paul Plummer said that he had voted against it and was disappointed that no member of the public and no Councillors from the local parishes had come to give their views.

4.2 A member of the public said that while talking to residents of the Parish, residents had said they did not know who the members of the Parish Council are and asked if there was a vote for who was on the Parish Council. The Chair explained there is an upcoming election on 5th May. Cllr Whiteley explained there were seven positions on the Council and if seven or less apply to become councillors then they will automatically be given a place on the Parish Council. If eight or more apply then there will be a Parish Council election where members of the parish can vote.

4.3 A member of the public queried whether the planning meetings at Breckland were publicised and the Chair explained that all the information was on Breckland's website.

4.4 A member of the public said that all the run off from the new development would be going into the River Tud and therefore into the River Wensum. The Chair explained there are conditions included, one being the restoration works to the River Tud but whether these conditions are met before the development starts it is not certain.

4.5 A member of the public was concerned by Meadow Farm putting out some curbing stones coming right out to the road which could cause damage to vehicle tyres if two vehicles pass each other. The Locum Clerk to contact Highways.

4.6 The Chair is concerned about the constant stream of water which is degrading the road near the railway bridge. The Locum Clerk to report to Highways.

Cllr Goodrick arrived and apologised for being late.

At this point Cllr. Anema joined the meeting and took over the chair.

5. **Standing item: Play equipment inspection** – Cllr Pinch was away and will report at the next meeting. Cllr Whiteley informed the Council that he has as yet been unable to contact the builder with regards to fixing the playground gate and he would continue to try.
6. **Minutes.** The minutes of the Meeting held on Tuesday, 15th November 2022 and Tuesday, 7th February 2023 were approved without amendment and signed by the Chair as a correct record. **All agreed.**
7. Report on any matters arising from the minutes not on the agenda – the Westfield footpath sign has been reported to Highways by the Locum Clerk.
8. **Correspondence received since February meeting.** Councillors noted that the Barclays Bank statements, Rural Life and NALC correspondence had been received.
9. **Planning**

9.1 New planning applications – None

9.2 Planning decisions

3PL/2022/0670/D - Phase 1 of the development being the internal link road **APPROVED**

3PL/2022/0669/VAR - Variation of Condition(s) 3 (plans list), 5 (Travel Plan), 6 (Transport Assessment Addendum) and 20 (Off-site highway improvement works) on application reference 3PL/2015/1490/O **APPROVED** maximum of 89 dwellings and associated infrastructure (all matters reserved). – as discussed in the public session.

9.3 Other planning issues

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

DC Paul Plummer confirmed that following the previous meeting he had been in touch with the planning officer and confirmed that the application had not been called in and the period for this had expired. There had been a site visit by officers and enforcement and the planning officers had received photos and information from the public.

DC Paul Plummer confirmed that the same applicant had applied for retrospective planning permission in another Parish and he had asked for this to be called in. As yet he has not heard anything back.

To receive an update on Planning Committee meeting on 14th March on **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).

As discussed in the public session.

10. River Tud pollution

The Chair explained he was approached by Norfolk Rivers Trust as part of their Citizens Science Project to sample the river as part of their weekly pollution tests. He has agreed to this and carries out weekly tests and this will continue for a year.

The Chair questioned what was the proposal in the planning for where the sewage was going for the Westford Stud development as it has no discharge consent? The Chair asked DC Paul Plummer if planning permission was given does the treatment of sewage come into the planning permission and if they did not state that they were going to discharge into the River is that a breach of the planning

consent? DC Paul Plummer confirmed that it was. He advised the Locum Clerk to report it to the planning department and to copy him in so he will also look into it.

11. Barnham Broom and Upper Yare Remembrance Project

Cllr Whiteley proposed that this be moved to the next agenda, seconded by Cllr Carrel and **all agreed**.

12. Spring clean

Cllr Whiteley proposed this be moved to the May agenda when the weather is better. **All agreed**.

13. Upcoming Elections in May

The Locum Clerk explained the notice of elections and posters noting that photo ID was now required to vote needs to be put up on the notice board before 24th March.

The Locum Clerk reminded the Councillors that the elections packs that had been emailed round needed to be hand delivered to Breckland between 24th March and 4th April at 4pm. The Locum Clerk would resend the email reminding Councillors closer to the date.

14. Annual Parish meeting

All agreed to hold the Annual Parish meeting on 16th May.

15. King's Coronation and the Time capsule

It was agreed to hold an event to celebrate the King's Coronation in principle on Monday 8th May. Details to be confirmed at the next PC meeting. Councillors to come up with ideas for the time capsule for the next meeting.

16. Finance

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

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Octopus Energy*	Electricity supplied – February	145.75	6.94	138.81
Octopus Energy*	Electricity supplied – March	74.84	3.56	71.28
Locum Clerk	Wages and expenses	433.90	-	433.90

The Locum Clerk informed the Councillors that the Everflow Water contract had been renewed at no increase.

All agreed.

16.2 To note receipt of any credits

The Locum Clerk informed the Councillors that the £150 fuel allowance credit had been applied to the electricity account.

16.3 To receive the monthly financial report

The Locum Clerk explained the last cheque book was missing and there were two cheques that been lost and had not cleared. The Locum Clerk to cancel the cheques and reissue new cheques.

16.4 Banking

Cllr Carrel explained she had rang the KYC team and got through. She was told that someone would ring her back but as yet no one had rung.

The Locum Clerk asked if the Councillors who were signatories would like to access online banking. It was decided to add this to the May agenda after the May elections.

16.5 Charity banking

The Locum Clerk asked for the Charity bank correspondence address to be changed to her address. **All agreed.**

17. Housekeeping questions

The Locum Clerk brought the laptop and printer that she had collected from the Clerk’s house. Cllr Whiteley to see if he can get any proceeds from selling them. The Locum Clerk has told the Clerk’s family that a member of the Parish Council would collect the filing cabinet before they move from the area.

The Locum Clerk had picked up a number of keys from the Clerk’s family and wanted to know if anyone knew what they were for. It was agreed to try them in various locks around the pavilion at a later date.

The Locum Clerk explained the insurance brokers need an updated asset register. Cllr Whiteley ran through the register and it was agreed all that needed adding was the new footpath and gates.

18. Urgent business. None.

19. Matters for consideration at the next meeting None other than those noted above.

20. Next meeting. The next Meeting of the Parish Council was **confirmed** as Tuesday, 18th April 2023, at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 9.15 p.m.

Confirmed:

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Nick Anema, Chairman
18th April 2023

Possible Future Meeting dates:

Tuesday, 18 th April 2023	Tuesday, 15 th August 2023	Tuesday, 12 th December 2023
Tuesday, 16 th May 2023	Tuesday, 19 th September 2023	Tuesday, 16 th January 2024
Tuesday, 13 th June 2023	Tuesday, 17 th October 2023	Tuesday, 13 th February 2024
Tuesday, 18 th July 2023	Tuesday, 14 th November 2023	Tuesday, 19 th March 2024

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

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