

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the Meeting of Whinburgh & Westfield Parish Council on Tuesday, 18th July 2023 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Siân Carrel (Chairman), Nick Anema (Vice-Chairman), Richard Gundry, Mark Hansell, Robert Plummer, Jeremy Riches, Rebecca Wade (Clerk)

Also present 9 members of the public plus District Councillor Paul Plummer.

Chairman N Anema welcomed everyone and informed them that the meeting was being recorded.

1. Election of Chairman

Cllr N Anema invited nominations for the office of Chairman. Cllr S Carrel was nominated by Cllr N Anema and seconded by Cllr M Hansell. With no further nominations all councillors agreed to elect Cllr S Carrel to serve as Chairman. Cllr S Carrel signed the declaration of office.

The Chair thanked Cllr N Anema for being the Chair for the last year and welcomed everyone to the meeting.

2. Appointment of Vice-Chairman

The Chair invited nominations for the office of Vice-Chairman. Cllr N Anema was nominated by Cllr M Hansell and seconded by Cllr R Gundry. With no further nominations 4 councillors agreed and 1 abstained to elect Cllr N Anema to serve as Vice-Chairman. Cllr N Anema signed the declaration of office.

3. Apologies for absence

Apologies were received and accepted from Cllr Simon Whiteley.

4. Declarations of interest

Cllr N Anema declared a pecuniary interest in item 10.1 application **3PL/2023/0585/D**.

5. Open forum for public participation

A resident asked about item 8. the curbing at Meadow Farm. The Clerk explained she had spoken to Highways and clarified they had not been out to the site. Highways had commented after seeing pictures she had sent. The resident felt that it was a safety issue, and that Highways should inspect the site.

A resident from Westfield informed the Council of her concerns regarding the speed limit on the Shipdham Road which is 60mph. There are no signs anywhere informing vehicles about the crossroads and no signs informing vehicles they are entering a village. The resident would like a Village gateway as you enter the village and also for the speed limit to be changed to 30mph from the Church to the first bend past the five ways crossroad Shipdham side due to the many concealed entrances and bends in this area. Although there have not been any major accidents the resident listed a number of incidents that had occurred. The Clerk informed the Council that she would be adding the Parish Partnership to the September agenda and the Council can submit a bid for Village gateway signs. The Clerk to contact Highways and ask to how to start the process of getting the speed limit changed.

A resident wanted to speak about item 10.1 the Northfields development. He asked what is the limit on social housing and how is it enforced when a development is built in stages by different entities under the same control? The Councillors were not sure of the answer.

A resident asked about item 11 River Tud Pollution, which is coming from the Northfields development and asked when was this first noticed? Cllr N Anema replied he had reported it over two years ago and it has been reported a number of times since. A resident informed the Council that at least two of the properties on the site had replaced the pumps that worked the treatment plants as a service engineer had informed them that it was not the right capacity and

not fit for purpose. The residents confirmed there was not a treatment station but that each house has its own treatment plant.

A resident from the Northfields development informed the Council that the road on the estate although functional is extremely low quality and a resident has asked for a speed limit to be put in place not because of speeding but because of the dust produced from the material used on the road, they are concerned with the additional three houses the road surface won't cope. There doesn't seem to be any conditions applied to the developer to improve the road surface. They are unsure of any recourse they have.

Another resident from the Northfields development was concerned about flooding, when they had originally purchased their property, they were told it was not an issue. This is not the case even with minimum rain, rainwater pools on the road. The back gardens flood with the grass and patio indistinguishable under at least an inch of water.

A resident asked if the hedge rows on either side of Dereham Road leading to the River Tud will be kept, as they felt this would obscure the new development and ensure the integrity of the village is maintained as well as the rural view. The councillors did not know the answer to this.

6. Standing item: Play equipment inspection.

6.1 To consider the monthly Play equipment inspection

Cllr R Gundry reported that the gate is not yet fixed, he has spoken Cllr S Whiteley who has confirmed he will fix it soon.

Danny Thomas had very kindly had provided an overlay free of charge for the current playground sign with a number on to contact if there was an accident at the playground.

6.2. To consider the points raised in the playground inspectors annual review and agree any actions arising.

Cllr R Gundry informed the Council spikes would be added to the top of the swings to prevent birds from perching and covering the swing seats with bird droppings.

The Clerk reported that she had obtained a "no kite flying" sign that had been suggested by the annual review and this would be put up.

The Clerk also reported that she had replied to an email from Breckland saying we are interested in a new "No dog fouling" sign for £41.50 incl. VAT and Delivery, it was **resolved** for the Clerk to purchase the sign if from Breckland when they become available.

7. To approve the minutes of the meeting held on Tuesday, 13th June 2023

The minutes of the meeting were approved without amendment and were signed by the Chair as a correct record. **All agreed.**

8. To report matters arising from the minutes not on the agenda: for information only

The Clerk has spoken to Highways regarding the curbing at Meadow farm following the pictures that had been sent. They had no concerns from a safety point of view, they felt it was a nice job with a curve at the end and tidy. Having referred to the mapping browser some of it may not be on Highways land.

The Clerk to write to Highways and also to the householder informing them of the concerns raised in the public session.

In relation to footpath FP3 the Countryside Access Officer has spoken to the landowner, and they have requested that the gate be rehung as the fence had not been completed. This will be acceptable as a temporary measure and when the field is secure the gate will be removed. To be reported again if this is not the case.

9. Correspondence received since June meeting

An email from a resident regarding Meadow Farm kissing gate, the Parish Partnership, the Road Safety team, Norwich Western link, Environment agency, NALC updates, BDC – signage to purchase and BDC – mobile deployable surveillance cameras.

The Clerk to reply to Breckland with regards to the Surveillance cameras telling them of the fly-tipping problems after confirming with Cllr N. Anema where the cameras should be sited.

10. Planning

10.1. To receive and consider any new planning applications

3PL/2023/0585/D - Application for approval of Reserved Matters (layout, scale, appearance and landscaping) for all remaining phases (ii - iv) of Outline Planning Permission 3PL/2022/1065/VAR relating to the residential development of 291 dwellings - Land Off Shipdham Road, Westfield Road and Westfield Lane

The Parish Councillors **all agreed** for the Clerk to put in a response to Breckland raising the following concerns,

- Offsite Highways improvements – railway bridge
- School Parking
- Sub-sized housing
- Anti-social behaviour
- Playing field access and parking
- Foul water disposal
- Boundary and existing hedges

3PL/2023/0611/F - Proposed 3no. detached dwellings & garages - Land at Northfields Lane Dereham Road

The Clerk to confirm with Breckland if this site does trigger a requirement for social housing or a S106 payment? As there are already 6 houses and 1 barn.

The Councillors requested that this application be called in and asked DC Paul Plummer to do this on their behalf.

The Parish Councillors **all agreed** to object to this development and for the Clerk to put in a response to Breckland raising the following concerns.

- Risk of surface water flooding as confirmed by Breckland it is in a Zone 1 and reference the Officers report from 2019.
- Soakaways won't work due to the water table being too high for the soakaways to function. There are not any on the previous site.
- Existing concerns over the treatment plant pumps used by the current houses leading to pollution being discharged into the River Tud adding another 3 houses to the development and in turn those discharging into the River Tud is giving rise to concern.
- Road quality, increased traffic, road width of 1 ½ cars with no provision for pedestrians and poor visibility.
- 2 of the 3 houses will be on a blind bend.
- Increasing the development by nearly 50%.
- Nutrient Neutrality this application does trigger nutrient neutrality as it is in the nutrient neutrality area.
- A new ecological assessment should be completed for the latest development as the last one was completed in 2016/17, the recommendations made in the original assessment have not been carried out.

10.2. To note any planning decisions

3PL/2023/0520/HOU - Garage extension with home office above - Orchard Cottage, Shipdham Road – Approved

3PL/2022/1267/F - Agricultural barn for general agricultural storage (retrospective permission)
- Chapel Farm, Dereham Road - Approved with conditions.

It was **resolved** the Clerk would send a photograph to Breckland taken by a resident showing commercial vehicles on the site which is not in accordance with the condition that states it shall not “be used for commercial or business activities other than those associated with the agricultural use of the site” and ask Breckland to investigate the breach of planning conditions. It was suggested that a diary record of photographs should be taken and sent to Breckland.

10.3. Other planning issues

None

11. To receive an update on River Tud pollution

The Clerk had been in contact with the environment agency, and they had confirmed they would be sending a letter to the developer of the site asking them to check their system and apply for a permit if the discharge for the development exceeds 5 cubic metres per day. If the water quality does not improve following this, they will possibly carry out a site visit and test the ammonia content of the water to deduce whether poorly treated effluent is the culprit.

The Clerk asked the Councillors to confirm who the developer was so she could report back to the environment agency. The Councillors confirmed it was Mr David Greenwood and the company could be either Greenwood Properties Norfolk Ltd or Bluebird Land Developments Ltd.

12. To receive an update on Toller's Lane

The Clerk reported that she had contacted NCC Community and Environmental services, and they had responded – “I am currently writing the report that outlines our decision on this application and hope to have it finished in the upcoming months. I will email a Notice of Decision to this address when NCC is able to announce the outcome.”

13. Summer clean

It was **resolved** to move this item to the September meeting unless there is a date over the summer when Councillors and residents are free, and they can meet up and undertake any repairs necessary. It was **resolved** to purchase any materials required and these would be passed to the Clerk and reimbursed at the next meeting.

14. Finance

14.1. To agree the following items for payment (July) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Everflow Water	Water charges	26.20	-	26.20
David Bracey	Playground inspection	120.00	20.00	100.00
Octopus Energy	July electricity *	23.18	1.11	22.07
Begley Electrical	Repairs to sensor	59.98	10.00	49.98
Clerk	Wages and expenses	381.86	6.51	375.55

The Clerk reported that the wages and expenses should be £381.86 but were originally £382.06. **All agreed.**

14.2. To note receipt of the any credits

Detail	Total
VAT refund	116.76
Insurance key person final payout	500.00

14.3. To receive an update on the AGAR return

The Clerk reported the certificate of exemption was submitted on 19th June 2023.

14.4. To receive the monthly financial report

This had been circulated in advance of the meeting.

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

Cllr N Anema reported the dog waste bin in Westfield was overflowing. The Clerk confirmed this had been reported.

The Chair reported she had emptied the rubbish from The Pavilion after it had last been hired out. It was **resolved** that the Clerk will adjust the wording as appropriate on the Pavilion booking form to ensure that the hirer's remove all rubbish when they leave.

The Chair reminded all about the Whinburgh Dog show on 9th September 2023 as it was before the next meeting. Cllr M Hansell to inform Neville Lake to ensure the grass is cut before the event.

16. Matters for consideration at next meeting.

The Parish Partnership to be added to the next agenda.

The date the next Meeting of the Parish Council was confirmed as Tuesday, 19th September 2023 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 9.21 p.m.

Confirmed:

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Sian Carrel, Chairman

12th September 2023