

WHINBURGH & WESTFIELD PARISH COUNCIL

06th September 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, 12th September 2023 at 7.30 p.m. for the purpose of transacting the following business.

Rebecca Wade
Clerk to the Council

Agenda

1. **To receive** apologies for absence.
2. **To receive** declarations of interest in agenda items and consider any dispensation requests.
3. **Open forum for public participation:** 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.
4. **Standing item:** Play equipment inspection.
 - 4.1. To consider the monthly Play equipment inspection
 - 4.2. To consider the necessary repairs to the Playground fence and gates
5. **To approve and sign** the minutes of the meeting held on Tuesday, 18th July 2023.
6. **To report** matters arising not on the agenda: **for information only**

The Westfield Association no longer meets and no longer fundraises. They have some funds left and this allows them to pay for the continued upkeep of the Westfield Green.

Highways have visited the site at Meadow Farm and reviewed the work undertaken they are happy that there has been no encroachment onto to the highway. This is their final decision, and no further action will be taken.

The dead Willow Tree on the playing field has been felled and the site cleared.
7. **Correspondence received since July meeting.**
8. **Planning**
 - 8.1. To receive and consider any new planning applications

3PL/2023/0762/F - Chapel Farm Dereham Road Proposed residential development consisting of 2No. one and a half storey dwellings including garage building and amenity space

3PL/2023/0781/VAR - Lowdells House Shop Street, Adjustment to approved detail design and site layout of the two dwellings

3PL/2023/0835/VAR - 6 Northfields Lane, Variation of Conditions 2 & 3 on 3PL/2022/0804/F - Addition of window and roller shutter doors, amendment to materials to side elevations, clarification of orientation with front facing S/E as per approved drawing.

3PL/2023/0100/F - The Sourdough Company Mile Road, Erection of production extensions to North & West elevations and raised loading dock to South Elevation, with additional drainage works and concrete yard area at an existing Sourdough production facility. Re-Design of The Scheme & Receipt of a Design & Access Statement

8.2. To note any planning decisions

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

8.3. Other planning issues

9. To receive an update on River Tud pollution

10. Toller's Lane Notice of Decision to add a restricted byway to the definitive map

11. To receive an update on Shipdham Road, Westfield speed limit

12. Autumn tidy

13. To consider the purchase of a Shed and furniture

14. Finance

14.1. To agree the following items for payment (August and September) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Yaxham Parish Council	Planning Training	222.72	-	222.72
Octopus Energy	Electricity for July *	31.56	1.50	30.06
Octopus Energy	Electricity for August	27.62	1.32	26.30
Clerk	Wages and expenses	664.72	-	664.72
Clerk	Computer expense	59.99	9.99	50.00

14.2. To note receipt of the any credits

Detail	Total
Breckland Council – Recycling payment	89.98
Octopus Energy – government credit	100.00

14.3. Parish Partnership

14.4. To update Barclays with details for Whinburgh Parochial Charities

14.5. To receive the monthly financial report

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

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

To confirm the date the next Meeting of the Parish Council as Tuesday, 17th October 2023 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

Tuesday, 17 th October 2023	Tuesday, 12 th December 2023	Tuesday, 13 th February 2024
Tuesday, 14 th November 2023	Tuesday, 16 th January 2024	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.