

WHINBURGH & WESTFIELD PARISH COUNCIL

17th October 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, 17th October 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 receive an update on repairs to the gate
 - 4.3. To receive an update on quotes for the Playground fence
5. **To approve** and **sign** the minutes of the meeting held on Tuesday, 12th September 2023.
6. **To report** matters not on the agenda from the last minutes
The 50 chairs purchased by the Parish Council and the other items in the shed are covered under the street furniture section of the policy.
7. **Correspondence received since September meeting**
8. **Planning**
 - 8.1. To receive and consider any new planning applications
 - 8.2. To note any planning decisions
3PL/2023/0781/VAR - Variation of Condition 2 on 3PL/2021/1557/VAR - Adjustment to approved detail design and site layout of the two dwellings - Lowdells House Shop Street - **Approved**
3PL/2023/0835/VAR - 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 - 6 Northfields Lane - **Approved**
 - 8.3. Other planning issues
A Tree Preservation Order was served on 5 Oak Trees at Land at Northfields, Dereham Road, Westfield
 - 8.4. To receive an update on Breckland's Local Plan Pre-Consultation session

9. **To receive an update on** River Tud pollution
10. **To receive an update on** Shipdham Road, Westfield speed limit
11. **Autumn tidy**
12. **Finance**

12.1. To agree the following items for payment (October) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Liz Cooper	50 chairs @ £6 per chair	300.00	-	300.00
Octopus	Electricity for September	27.62	1.32	26.30
Everflow	Water charges	27.77	-	27.77
Sian Carrel	Bulb and keys	29.48	2.50	26.98
Clerk	Wages and expenses	441.34	2.79	438.55

12.2. To note receipt of the any credits

Detail	Total
Precept	4,483.50
Pavilion booking	16.00

12.3. To receive the monthly financial report

13. **Urgent business** to consider any issues raised by Cllrs that the Chairman considers urgent.
14. **To decide** on any matters for consideration at next meeting.

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

Possible Future Meeting dates:

Tuesday, 14th November 2023 Tuesday, 16th January 2024 Tuesday, 19th March 2024
 Tuesday, 12th December 2023 Tuesday, 13th February 2024

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