

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the Meeting of Whinburgh & Westfield Parish Council on Tuesday, 12th September 2023 at 7.30 p.m. in Whinburgh and Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

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

Also present 7 members of the public.

Chairman S Carrel welcomed everyone and informed them that the meeting was being recorded.

1. Apologies for absence

Apologies were received and accepted from Cllr Simon Whiteley, Cllr Mark Hansell and CC Ed Connolly.

2. Declarations of interest

There were none.

3. Open forum for public participation

A member of the public raised concerns regarding item 8.1 3PL/2023/0781/VAR and informed the Councillors that the internal layout had been completely changed and there were an increased number of windows on the east elevation which would overlook neighbouring properties.

A member of the public asked the question about CCTV on private land specifically Northfields Lane and asked who do they speak to about which areas of Northfields Lane are covered? There are 360-degree cameras placed on the site, and it is felt that these are overlooking residents' properties on the estate. They are concerned that if they approach the owner of the cameras the direction in which the cameras are pointing will be changed to show they are covering the owner of the CCTV cameras land. The resident confirmed there were signs up advising there is CCTV in operation.

The Chair confirmed there was nothing the Parish Council could do as this was a private matter between the householder and owner of the CCTV. The Chair advised the resident to write to the owner of the CCTV cameras expressing their concern and to confirm that they are fixed cameras that cannot pick up anything other than his own property. If they do not receive a response, they could ask the police to ask him to confirm the direction the cameras are pointing. Also, they can report it to The Information Commissioner's Office (ICO).

A member of the public raised item 8.1 3PL/2023/0835/VAR and stated the original application was for a car port and it is now a garage and the window that has been put in looks directly at the back of the resident's house. The Clerk to ask whether the planning permission is different for a garage than a carport.

A member of the public asked about the planning application to place 3 new dwellings on the Northfields site. The Chair confirmed this has been refused.

The Chair explained in relation to item 11. and the speed limit in Westfield on Shipdham Road, Highways have confirmed they would be happy to support a speed limit review to 40mph or possibly 30mph. This would be from the last houses on the right out of Westfield to just past the bend but not as far as the Church. The Chair invited comments from the public.

It was felt that the distance was not far enough going past the junction towards the Church and should be extended. The Clerk to write to CC Ed Connolly and the Road Safety Community Fund (RSCF) regarding the eligibility for funding, and report back at the next meeting.

A member of the public asked about item 10. The Notice of decision on Tollers Lane. The Clerk explained this was on the agenda if the Parish Council wanted to make an objection.

4. Standing item: Play equipment inspection.

4.1. To consider the monthly Play equipment inspection

Cllr Richard Gundry confirmed two inspections had been undertaken.

4.2. To consider the necessary repairs to the Playground fence and gates

The fence panel that had blown down in August has been removed and there are other panels that need replacing. Cllr Simon Whiteley has confirmed he will be fixing the gate.

It was felt it would be too expensive to replace the current fence panels with new wooden panels as they are all different lengths. The possibility of a chain link fence to replace all the fence panels was discussed and Cllr Nick Anema to get a quote from someone he knows, and two other quotes will also be obtained.

5. To approve the minutes of the meeting held on Tuesday, 18th July 2023.

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

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.

The Chair thanked Cllrs Nick Anema, Simon Whiteley and Mark Hansell for taking the tree down and clearing it away.

7. Correspondence received since July meeting.

Breckland Council – Audit of Village services, Environment Agency, Pension Regulator, NALC, an email from a resident regarding planning, police newsletter, Filigree community consultation on the Local plan, NCC Community & Environmental Services regarding Tollers Lane and email from a resident regarding the speed limit on Shipdham Road.

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 2 No. one and a half storey dwellings including garage building and amenity space

ALL agreed for the following response to made to Breckland District Council.

This proposal has been considered by the Parish Council and they support the comments made by Highways and would like to draw your attention to the position of the garage. There are currently six households on site which along with the times when the swimming school is operating the resident leaving the garage will not be able to see traffic coming onto or leaving the site.

The Parish Council asks that the planning officers place a condition confirming the proper discharge of foul and surface water.

The Parish Council also asks that the planning officers ensure that they comply with the current nutrient neutrality requirements as currently it is not shown how this is going to do be achieved. It states that they will buy credits for nutrient neutrality, and it is the understanding of the Parish Council that there are none available to buy.

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

ALL agreed for the following response to made to Breckland District Council.

The Parish Council have noted the concerns of local residents and would like to draw your attention to the Proposal to change the internal layout and increase the number of windows on the east elevation and ask the planning officers to consider the impact this will have on the neighbouring properties privacy.

The Councillors also questions if this would increase light pollution and have an effect on the dark skies policy.

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.

ALL agreed for the following response to made to Breckland District Council.

It has been brought to the Parish Council's attention that although the deadline for putting in our comments has not yet passed the variation of conditions applied for in this application has already been completed. Does this mean that retrospective planning permission is required rather than the Variation of Condition's applied for?

The window that has been placed looks directly over the back of the neighbouring house and the Parish Council asks the planning officers to consider the impact this will have on the neighbouring properties privacy.

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

ALL agreed for the following response to made to Breckland District Council.

The Parish Council would like to draw your attention to the piped ditch along the road which is currently an open ditch. By piping this it is removing the storage capacity for the surface water from the highway to flow into the ditch.

8.2. To note any planning decisions

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

8.3. Other planning issues

Cllr Nick Anema said there is a pole barn near the river that has been erected. The Clerk to ask Breckland if planning permission is required.

9. River Tud pollution

Cllr Nick Anema reported that the River's Trust had asked him to take some readings from the river as they had had some very high readings from the other side of Shipdham Road from Windhover Close. The readings he took at Northfields were of Phosphate and Ammonium Nitrate and he is unsure what the readings were as they were higher than the maximum of his testing equipment.

He will take further readings when there is more flow in the river as currently the river is completely dry apart from the discharge from the treatment plant.

The Environment Agency should be visiting Windhover Close, and the Clerk is in communication with them about Northfields.

This item is to be added to the agenda for the next meeting.

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

The Chair informed the meeting that she believed one landowner has objected and also Mid Norfolk Railway.

11. Shipdham Road, Westfield speed limit

As was discussed in the public session, the Clerk to write to CC Ed Connelly and RSCF to see if any funding is available to help towards the costs involved in lowering the speed limit. **All Agreed**

12. Autumn tidy

This is to be added to the next agenda and discussed in conjunction with the quotes for the playground fencing.

13. To consider the purchase of a Shed and furniture

The Chair informed the meeting that currently a resident was storing a lot of equipment for the Parish Council and unfortunately, they were moving so would no longer be able to provide storage. The current shed was actually much bigger than previously thought and it was felt the purchase of a new shed was unnecessary.

The Parish Council had been offered 50 chairs and the Chair asked if the Councillors would like to consider purchasing them for £300? It was felt these could be hired out for future village events. It was confirmed they fit in the current shed.

All agreed to purchase 50 chairs for £300. The Clerk to check the items in the shed are covered on insurance.

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

All agreed.

14.2. To note receipt of the any credits

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

The location of the recycling bin was discussed, and it was noted that when it was previously moved to the playing field it was not popular and therefore it will be left at its current location on the old Mustard Pot site.

14.3. Parish Partnership

It was **AGREED** not apply for the Village Gateway signs in Westfield until after the speed limit review had been completed.

14.4. To update Barclays with details for Whinburgh Parochial Charities

Barclays had asked for the details of the Whinburgh Parochial Charity to be updated, the Clerk had completed the form and confirmed the details with the Councillors.

14.5. To receive the monthly financial report

The Monthly Financial report to 31st August 2023 had been circulated prior to the meeting and the Clerk reported how the money held in reserves was currently split.

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

None were raised.

16. Items for the next meeting

The River Tud, pollution

Playground fencing and autumn tidy.

To receive a report on the forthcoming local plan consultation.

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

The Chair closed the meeting at 8.48 p.m.

Confirmed:

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Sian Carrel, Chairman
17th October 2023