

WHINBURGH & WESTFIELD PARISH COUNCIL

14th November 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, 14th November 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 quotes for the Playground fence
5. **To approve and sign** the minutes of the meeting held on Tuesday, 17th October 2023.
6. **To note** the receipt by the Chair the resignation of Cllr M. Hansell, the Clerk has advised Breckland Council so as to start the Notice of Vacancy process.

To note Section 53 of the Wildlife and Countryside Act, 1981 - Norfolk County Council (Whinburgh, Yaxham and Garvestone) Modification Order 2023 The effect of this Order, if confirmed, will be to add Toller's Lane as a restricted byway.
7. **Correspondence received since October meeting**
8. **Planning**
 - 8.1. To receive and consider any new planning applications

3PL/2023/0995/VAR - Variation of Condition 2 on 3PL/2023/0781/VAR - to change external rendering on Plot 2 to facing brickwork – Adj Lowdells House Shop Street
 - 8.2. To note any planning decisions
 - 8.3. To receive an update on land in Westfield with possible planning permission
 - 8.4. Other planning issues

Building works on land adjacent to Lowdell's House
9. **To receive an update on** River Tud pollution
10. **To receive an update on** Shipdham Road, Westfield speed limit
11. **Highway Surveyors Land, Steggs Lane**
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
Octopus Energy	October electricity*	42.07	2.00	40.07
Breckland Council	Uncontested Election	75.00	-	75.00
Breckland Council	Dog fouling sign	49.80	8.30	41.50
Clerk	Wages and expenses	337.76	-	337.76

12.2. To note receipt of the any credits

Detail	Total
None	

12.3. To receive the monthly financial report

13. **To consider** the consultation launched by Breckland Council on its existing and proposed Polling Places
14. **Urgent business** to consider any issues raised by Cllrs that the Chairman considers urgent.
15. **To decide** on any matters for consideration at next meeting.

To confirm the date the next Meeting of the Parish Council as Tuesday, 12th December 2023 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Possible Future Meeting dates:

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

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