

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the meeting of Whinburgh & Westfield Parish Council on Tuesday, 16th July 2024 at 7.30pm in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

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

Also present DC Paul Plummer and 0 members of the public

1. **Apologies for absence**

Apologies were received and accepted from Cllr S Whiteley

2. **Members declarations of interest in items on the agenda and consider any requests for dispensation**

There were none

3. **Public participation session**

Cllr Anema reported a hedge was overhanging the highway at Lolly Moor. The Clerk to report to Highways.

The Chair reported an overgrown footpath in Shop Street. The Clerk to report to Highways.

The Chair raised the issue of Breckland's proposal to introduce car parking charges in Breckland's Market Towns. DC Paul Plummer explained the consultation process had just began and a decision has not yet been made. All local businesses would be written too and consulted and once information had been collated, it would then be put out to public consultation. After a discussion it was agreed to add this to the next agenda.

4. **Standing item: Play equipment inspection**

4.1 Monthly play equipment inspection

There were no issues to report.

4.2 Annual Playground inspection report and consider any action arising

Cllr Gundry provided a summary of the report which was circulated prior to the meeting for the Councillors to look at. This was discussed and Councillors felt no repairs were necessary and the playground would continue to be inspected monthly.

4.3 Signs for No E-Bikes or E-Scooters on the Playing field

The Clerk reported she had contacted the Parish Councils insurance brokers who confirmed it was covered by public liability. It was **agreed** not to add any signage at this point and to continue to monitor the situation.

5. **Minutes of the meeting held on Tuesday, 18th June 2024**

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

6. **Westfield sign restoration by the Westfield Village Amenities Trust (WVAT)**

All **agreed** they were happy for the WVAT to make any repairs and restorative measures they felt were necessary for the Westfield sign. The Clerk to send a photo of the sign to the WVAT. Councillors were happy to help if needed. This will be added to the next agenda.

7. Correspondence received since June meeting

About Dereham, Clear Councils insurance, NALC, Parish Partnership Scheme, emails from residents, Norfolk Highways engineer, Traffic regulation order, Breckland regarding proposal to introduce Car Parking Charges in Breckland's Market Towns, Ron Bailey - The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill, asking for support and Community Action Norfolk.

8. Planning

8.1. To receive and consider any new planning applications

3PL/2024/0489/HOU - Conversion of existing building to annexe for family member, including retrospective alterations to building (not built in accordance with approved plans under 3PL/2020/1014/HOU. - Brook Vale Barn Church Road

After discussing the application, the Parish Council unanimously **Agreed** to submit the following comment -

The Parish Council can see no evidence that mitigation measures have been provided to deal with nutrient neutrality and asks the LPA to ensure appropriate measures are put in place. The Parish Council also asks that this proposal remains under single ownership and if this application is approved a condition is added to ensure the annex is and remains ancillary to the main dwelling.

3PL/2024/0269/F - Demolish redundant Part Q approved barn and replace with a single, two storey 5 bedroom property - Barn 2, Manor Farm Church Road.

After discussing the application, the Parish Council unanimously **Agreed** to submit the following comment -

The Parish Council has no objection to this application but asks the Local Planning Authority to consider the following.

The Parish Council would like to bring to the LPA's attention that no habitat regulation assessment has been completed for this application.

The Parish Council also notes no reference of mitigation measures has been provided to deal with Nutrient neutrality and asks the LPA to ensure appropriate measures are put in place.

The Parish Council concurs with the Tree officer that the survey undertaken is lacking in detail.

The Parish Council is concerned that when conducting the Bat and Owl survey, there was no access given to the inside of the Barn to view if bats are roosting.

3PL/2024/0549/F - Subdivision of single dwelling into two semi-detached 3 bedroom dwellings - Home Farm Shop Street.

After discussing the application, the Parish Council unanimously **Agreed** to submit the following comment -

The Parish Council has no objection to this application but would like to bring to the Local Planning Authorities attention the planning application states foul water will be discharged into a Septic tank. The Parish Council feels this should be replaced with a treatment plant.

3AG/2024/0015/AG - Construction of Hay Barn / Machine Store, for dry and safe storage of hay and machines. - Meadow Farm Whinburgh Road.

After discussing the application, the Parish Council unanimously **Agreed** to submit the following comment -

The Parish Council would like to bring to the LPA's attention that the Councillors are concerned that the site of the barn is near a Scheduled monument.

The Parish Council would also like to bring to the LPA attention the fact that the application states no Livestock will be kept in the barn and it will be used for hay and machinery storage. The plans suggest it will be used for livestock and if so the Parish Council asks the LPA to ensure appropriate conditions are out in place. The Parish Council also asks how Surface water drainage will be dealt with?

The Parish Council also asks if an ecological survey is needed for this site.

8.2. To note any planning decisions

3PL/2024/0386/HOU - Proposed Front Double Garage and Extension to Existing Rear Garage - Thatched House Shop Street – **REFUSED**

3DC/2024/0093/DOC - Discharge of Conditions No9 & 10 on 3PL/2024/0186/VAR - Land Adj to Lowdells House Shop Street – **Part**

8.3. Other planning issues

The Chair reported she had been contacted by a resident saying that Planning notices don't appear to be put up in all cases. The Clerk to write to Breckland Planning and ask if this is the case.

9. Stegg's Lane Surveyors Land Fence

Cllr Godliman and Cllr Plummer had met with the owner of the adjacent land. The question was raised who owned the trees at the boundary and who would be responsible for maintaining them? The adjacent owner was happy either way, he would like to erect a close board wooden fence along his drive. After a discussion Cllr Anema reported the Parish Council has the original enclosure Highway Surveyors deeds which show the Parish Council Boundary. It was **agreed** the trees had always been part of the Highways Surveyors land and the Parish Council are responsible for their maintenance.

The Chair proposed and all **agreed** the Clerk would write to the owner informing him the Parish Council's understanding is the trees belong to the Highways Surveyors Land and asking if he is happy for a fence to be placed on his side of the tree line and can we agree that is the legal boundary?

10. A resident's WhatsApp Group administered by the Parish Council

After a discussion it was **agreed** there was no need for a WhatsApp group at this time.

Cllr Riches was feeling unwell and left the meeting.

11. Highways response to B1135/Church Road junction, Whinburgh

The Clerk reported she had contacted Highways expressing residents concern about turning from Church Road onto Dereham Road and asked if a solid white line could be put in place or a no overtaking sign could be put up? Or possibly a SAM 2 could be put up to warn motorists of the speed limit which is 40mph.

Highways had responded "Norfolk Constabulary have recorded no personal injury accidents involving the B1135/Church Road junction in the last 37 years – the extent of our data set." Therefore, they would not recommend double white lines or no overtaking signing.

They did note there are junction warning signs on the B1135 approaching the junction but no SLOW marking in the southbound direction. The northbound marking is worn, and Highways are happy to provide SLOW markings in both directions in the annual line refresh programme in the coming months.

All **agreed** the Clerk would contact Highways and say yes to Highways suggestion.

12. Finance

12.1. The following were approved for payment

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
ROSPA PlaySafety	Play Area Annual Inspection	£108.00	£18.00	£90.00
Everflow	Water	£28.43	£1.92	£26.51
Octopus Energy	Electricity	£22.36	£1.06	£21.30
Clerk	Wages and expenses	£343.75	£0.50	£343.25
HMRC	PAYE	£23.40	-	23.40
Begley Electrical	Bollard Light replacement	£181.78	£30.30	£151.48

12.2 To following receipt since the last meeting was noted

Detail	Total
Interest	£62.89

12.3 Parish Partnership Scheme 2025/26

After a discussion it was **agreed** the Clerk would contact Highways and ask for a price for Village gates with signs for either end of Westfield Village and report back at the next meeting.

13. General Parish issues

Cllr Anema reported the culvert pipe at Lolly Moor was blocked again, the Clerk to report to Highways.

14. Matters for consideration at the next meeting

Breckland's Proposal to introduce Car parking charges

Westfield Sign Restoration

Stegg's Lane Surveyors Lane Fence

Parish Partnership

15. Next meeting

The next meeting of the Parish Council was confirmed as Tuesday 17th September 2024 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 8.44pm