

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the meeting of Whinburgh & Westfield Parish Council on Tuesday, 17th September 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, Robert Plummer, Rebecca Wade (Clerk)

Also present DC Paul Plummer and 5 members of the public

The Chair reported with sadness, the death of former District Councillor Ian Martin who served from 2019 – 2022 and resigned due to ill health. The Chair remembered him as hard working and diligent.

The Chair also reported with great sadness the sudden death on 27th August 2024, of Parish Councillor Simon Whiteley who had served the Parish Council for many years. He was a dedicated member of the Parish, a great character, fair, hardworking, very practical and pragmatic. As was said at his funeral any problem encountered Simon would say, “there is always a solution”. The Parish Council was very lucky to have had Simon as a member of the Council and the Parish Council sends their condolences to his partner Johanna, his children and grandchildren.

A resident informed the Parish Council of the sad death of local resident David Woodhouse.

Minutes Silence – Death of Parish Councillor Simon Whiteley, Former District Councillor Ian Martin and David Woodhouse.

1. Apologies for absence

Apologies were received and accepted from Cllr D Godliman and Cllr J Riches.

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

Sian Carrel (Chair) declared an interest in item 11.

3. Public participation session

Cllr R Plummer reported he had been approached by a resident about the hedge from the bridge to Toftwood which needs cutting back.

Cllr N Anema reported the hedge at Lolly Moor also needs cutting back.

Cllr R Plummer and Cllr N Anema to send details to the Clerk to report to Highways.

The Chair reported that a number of potholes had been repaired recently.

Cllr N Anema informed the meeting he had managed to re-rod the culvert at Lolly Moor but due to all the silt it will get blocked again. The Chair to do a land registry search (cost £3) to determine who the landowners are on either side. The Clerk will then write a letter.

The Chair reported the drains on the bend on the main road are blocked and need jetting. The Clerk to report to Highways.

Cllr N Anema to send details to the Clerk of other drains that need jetting to report to the Highways Rangers.

A resident asked if a planning application had been received for Laurel Farm, Westfield. They were informed the Parish Council hadn't received any application.

4. Standing item: Play equipment inspection.

4.1 To consider the monthly play equipment inspection

Cllr R Gundry reported there were no issues.

4.2 To discuss the playing fields path lights and agree any action required

After a discussion regarding the sensors on the lights being continually broken and more recently taken. It was **agreed** to have the lights on during evenings of Parish Council meetings only to aid with arriving and leaving.

5. Minutes of the meeting held on Tuesday, 17th July 2024

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

6. Correspondence received since July meeting

Norfolk ALC, emails from residents, Empowering Communities Partnership Newsletter, CC Ed Connolly NCC briefing, Breckland's Proposed Planning changes, Breckland – Community Orchard Grant finding opportunity, About Dereham, Norwich Western Link project update, Dereham Town Council survey on Introduction of Car Parking Charges, Breckland improvements to Planning service IT and Breckland - September 2024 Town and Parish Council engagement events.

7. Planning

7.1. To receive and consider any new planning applications

3PL/2024/0269/F - Variation of Condition No2 on 3PL/2021/1128/F - to vary scheme to 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 would like to bring to the LPA's attention that work has already begun to clear the asbestos sheeting from the barn although they have now stopped, which contravenes condition 8 in the decision notice for application 3PL/2021/1128/F.

The Parish Council supports the comments made by the Ecological consultant (15/08/24)

3PL/2024/0323/F - Change of use from domestic swimming pool to private hire use of swimming pool (Retrospective) - Chapel Farm Dereham Road

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

The Parish Council notes the concern of the Environment Agency and questions whether the swimming pool should continue to be used, until these concerns are addressed.

The Parish Council would also like to highlight its previous concerns regarding this applications impact on highway safety, with the access to the site being close to a sharp bend and asks the local planning authority to consider the impact of the significant increase in traffic movement generated by this proposal.

3PL/2024/0729/HOU - Proposed Demolition of existing single storey side utility room and replace with larger 3 storey extension & small rear single storey dining room extension - Lorien Dereham Road

The Parish Council unanimously **Agreed** – No Objection

7.2. To note any planning decisions

3PL/2024/0489/HOU - Conversion of existing building to annex 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 - **APPROVED**

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

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

7.3. Other planning issues

To consider a response to EN0110010 - High Grove Solar - EIA Scoping Notification and Consultation

The Parish Council **agreed** not to comment.

8. Stegg's Lane Surveyors Land fence

The Chair updated the Councillors that the Clerk had sent an email to the owners detailing what had been agreed at the last Parish Council meeting. A response had been received from the owners, which the Chair read out.

The concerns and the options proposed by the owners of The Brambles were noted and considered. Concern was expressed regarding the suggestion to put a fence on the Surveyors land side as it does not stop the sprawl of the hedge.

The Chair proposed she conduct a land registry search for Oak Tree Cottage and The Brambles and see if any historic documents on either title could be found, this would cost of £3 per document. All **agreed**. It was decided to wait and see if anything is discovered before considering any further action at this stage. This will be added to the next agenda.

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

Cllr R Plummer reported, the WVAT had restored the village seat and is repairing the Westfield Village sign, the WVAT have asked if the Parish Council could purchase the post and a metal plate. Cllr R Plummer and Cllr D Godliman have agreed to install the post.

All **agreed** £300 or under would be an acceptable cost for the post and plate, if the costs exceed this the Parish Council will revisit this at the next meeting. This will be added to the next agenda.

10. Breckland's proposal to introduce car parking charges

DC P Plummer informed the Parish Council it is still very much in the consultation stage and no decision has been made.

Concern was raised that cars will park in alternative locations ie. residential streets and the potential for reduced footfall in Dereham Town will be bad for local businesses. It was felt free parking is a huge bonus for Dereham.

This will be added to the next agenda.

11. Pavilion hire fees for quarterly McMillan Cancer coffee mornings and a fee for hiring out table and chairs to Coltishall Agility Club.

The Chair informed the meeting that a group would like to hire the Pavilion to hold a coffee morning on 2nd October 2024 to raise money for Macmillan Cancer. If this is a success, they would like to hold two or three coffee mornings a year to raise money for various charities, as well as encouraging people in the Village to meet up.

All **agreed** not to charge for the Coffee morning as long as the Charity they were raising money for was registered.

The Chair informed the meeting the Coltishall Agility Club would like to hire 20 of the Parish Councils Chairs for £50.00.

All **agreed** they were happy with this, the Chair abstained.

12. Litter/Dog waste bin on Shop Street.

It was felt an additional litter/dog waste bin was not needed at this point.

13. Finance

13.1 The following were approved for payment

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Octopus Energy	July Electricity Charges*	£22.68	£1.08	£21.60
Octopus Energy	August Electricity Charges*	£22.31	£1.06	£21.25
Clerk	August and September Wages and expenses	£809.63	£10.99	£798.64
HMRC	PAYE	£64.00	-	£64.00

13.2 The following receipts since the last meeting were noted

Detail	Total
None	-

13.2 Parish Partnership Scheme 2025/26 – Possible Westfield Village Gates

The Parish Council was concerned that the Village gates would have to be placed next to a speed terminal and as the speed limit in Westfield is currently 60mph, the Parish Council did not wish to put speed signs up advertising this, so would not pursue a Parish Partnership bid until the speed limit had been reduced.

After a discussion it was agreed the Clerk would contact Highways and ask for the results of the survey conducted earlier in the year.

14. General Parish issues

Cllr R Plummer noted the Village Notice Board was at Cllr Simon Whiteley's home, Cllr Anema to ask his partner when would be a convenient time to collect this.

The Clerk explained that The Notice of Vacancy had been placed on the Notice Boards and on the Parish Website. Legally this must be displayed for 14 working days.

After the 14 working days (4th October) have elapsed Breckland will advise the PC whether 10 electors (named on the Electoral Register in Whinburgh and Westfield) have requested an election to fill the casual vacancy if not the PC can proceed to fill the vacancy by co-option.

It was agreed to move the date of the November meeting to 3rd December and to not hold a November meeting.

15. Matters for consideration at the next meeting.

Simon Whiteley Memorial

Westfield Sign Restoration

Stegg's Lane Surveyors Land Fence

Breckland's Proposal to introduce Car parking charges

DC Paul Plummer asked to say a few words about Cllr Simon Whiteley. He was very sad to hear about the passing of Cllr Simon Whiteley, during his time knowing him Simon had made an effect on him, and he will happily join in when the Parish Council discusses a memorial at the next meeting. The Chair thanked him for this.

- 16. Next meeting.** The next meeting of the Parish Council was confirmed as Tuesday, 15th October 2024 at 7.30 p.m., in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 9.04pm