

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Wednesday, 15 July 2020 at 7.30 p.m. This was a Zoom on-line meeting.

Present Councillors: Tony Needham (Chairman), Nick Anema, Mike Goodrick, Mark Hansell, Kate Latham, Julian Gibson (Clerk)

- 1 Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Cllr. Carrel and Cllr. Whiteley.
- 2 Declarations of interest.** None.
- 3 Dispensations.** None.
- 4 Public Participation Session.**
 - 4.1 District Councillor Ian Martin said that his council was moving committee and council meetings on-line, and meetings are being live streamed on Your Tube and/or Facebook, so more people are watching the council operate than used to do so at face to face meetings. He had circulated the Breckland recovery plan to members, and this is available on its website, and had also circulated a paper on the Local Plan Review, and mentioned the proposed Government changes to the planning process.
 - 4.2 A resident and former councillor, Bob Brace, who has been acting as the Council's Play Equipment advisor, was present to provide information regarding agenda items 9 and 10, and the Chairman invited him to speak with the Council when they came to discuss these. Mr Brace also raised a question regarding the Mustard Pot, suggesting the Council consider trying to get this listed as an Asset of Community Value.

*It was **agreed** to move items 9, 10 and 12 up the agenda to this point.*

- 9 RoSPA Play Equipment Inspection Report.** This Report was **received**, and the Council considered the implications. Mr. Brace suggested that (a) the goal posts (which are badly rusted) and the concrete in which they are set, be removed; (b) that the cradle swing, which was also past its sell-by date, be removed; and (c) that the pigeon spikes which used to be on top of the swings be replaced. Cllr. Anema agreed to deal with (a) and (b) and the Clerk will deal with (c).
- 10 New Play/Fitness equipment.** Mr Brace said that he had been intending to try to obtain a grant from the Football Association for replacement goal posts. The Council considered that having youth size goals might be more suitable. Regarding the children's play equipment and the adult exercise equipment that he had been aiming to get installed on the old bowls green, it seems that Covid 19 will have caused a number of grant sources to dry up. Finally, he said that he would now have to pass over responsibility for taking the project to fruition, as he was busy with other things. He did, though, agree that he would produce an updated report, and then meet with the Chairman and Clerk so that a revised proposition could be put to the next Council meeting for consideration.
- 12 Closure of the Public House.** The Clerk reported that Cllr. Latham had sent him a notice saying that the Mustard Pot had ceased trading, and District Cllr. Martin said that there had been discussions with the Planners regarding change of use to private dwelling. The Clerk pointed out that application 3PL/2019/0015/O had stated that, 'It is the applicant's intention to use the funds generated from this residential development at the site to carry out the work to the public house, ensuring its viability in the future, to the benefit of the wider community.' This application had been approved and now Planning Permission for the Reserved Matters had also been approved (Agenda item 8.3). When/If a Change of Use application is made, the Council will have to consider how to respond. The possibility of making an application for registration as an Asset of Community Value was considered. It was **agreed** that the Council should write

to the owners of the pub expressing concern about the prospective loss of this important community asset.

- 5 **Minutes.** The minutes of the meeting held on Tuesday, 16 June 2020 were **confirmed** for retrospective signing by the Chairman of the next face-to-face meeting of the Council.

6 **Matters arising.**

6.1 [4.3] **Dog waste bin, Shop Street.** Breckland Council would not agree to an additional bin elsewhere in Shop Street, but has agreed to a second bin being located adjacent to the existing one to avoid over-filling. It is important to note, though, that nowadays all bins have to be for general litter, which includes dog waste. After consulting with the Chairman the Clerk has ordered an additional bin, which Cllr. Carrel will arrange for her husband to install.

6.2 [6.2, Minutes of 19 May 2020] **Meeting with Breckland re Planning.** The Chairman advised the Meeting that he, the Clerk, and Cllr. Martin had met with the three senior people in the Breckland Planning team to discuss septic tanks and why Breckland does not regularly ask for evidence showing that these will work effectively at the Outline planning stage, which their documentation says they are entitled to do. The response was that this is really something that should be considered as part of building regulations to deal with, and that Planning was considering removing this from its documentation. Regarding the cumulative impact of nutrients leaking into watercourses, they promised to take this away and respond in due course.

7 **Correspondence.** The following correspondence was **received**.

- 7.1 nPower: *Urgent - if you don't want to leave us, please call today.*
- 7.2 Octopus Energy: *You're now a customer.*
- 7.3 Clerks & Councils Direct - July 2020.
- 7.4 Barclays Bank Plc: *Your Business Accounts - at a glance - Your balances on 30 June 2020.*
- 7.5 Barclays Bank Plc: *Your Community Account statement - 30 May - 30 June 2020.*
- 7.6 Barclays Bank Plc: *Your Community Account statement - 30 May - 30 June 2020.*

8 **Planning.**

8.1 **3PL/2020/0255/O: Westfield Acre, Dereham Road, Westfield.** Outline permission for one dwelling. Planning Permission dated 17 June 2020 was **received**.

8.2 **3PL/2015/1490/O: Land off Shipdham Road, Westfield Road and Westfield Lane.** Residential development for a minimum of 291 dwellings, link roads, open space and recreational space. Planning Permission dated 25 June 2020 was **received**.

8.3 **3PL/2020/0376/D: Development Site at Chapel Farm, Dereham Road, Whinburgh.** Reserved matters application for Residential Development. Planning Permission dated 25 June 2020 was **received**.

9 See above.

10 See above.

11 **New Whinburgh Village Sign.** Since the last meeting it has been established that the existing plinth is in good order, and so it is not proposed to change this. The existing time capsule would therefore not be disturbed, and no new one would be inserted. It also seems possible that the existing post might be in adequate condition so it may be possible for the new sign to simply be affixed to its top. However, as the top of the post had a step cut in it to support the old sign, and this might either require some alteration or mean that it is necessary to insert a new post. Cllr. Latham has been in contact with a contractor who would be able to replace the post for a reasonable fee, and a new post is included in the cost already quoted for the sign itself. The

hedge has now been cut back by the adjacent land owner, except for the section directly behind the post, and Cllr. Hansell has offered to cut this back further by hand when we are ready to install. It was **agreed** that the Clerk should proceed as discussed.

12 See above.

13 **Proposed new Model Code of Conduct.** The proposed Local Government Association proposed new Model Member Code of Conduct was **considered** and the Council **agreed** a response to the consultation to be sent, which was supportive of the proposal, but asking for strengthened action if the Code is breached.

14 **Former Highway Surveyor's Land, Garvestone.** It was **noted** that, after advertising the Former Highway Surveyor's Land near the border with Garvestone Parish as being available for rental, the Council received only one expression of interest, that being from Cllr. Anema. Both parties have now completed and exchanged a Farm Business Tenancy agreement relating to this land and the adjacent Whinburgh Parochial Charities Land for a period up to 31 December 2025, with the rental income to be divided between the Council and the Charity based on area at a ratio of 1:5.

15 **Finance.**

15.1 **Field & Pavilion.** It was **noted** that on 3 July 2020 Everflow Water deducted £9.71 from the Council's account by Direct Debit, in settlement of their Invoice no. 581752 for water supplied. (*Local Government Act 1972 s. 111*)

15.2 **Field & Pavilion.** It was **resolved** that cheque number 100838 for £82.20 (£68.50 + £13.70 VAT) to Playsafety Limited be signed, in settlement of invoice no. 49577 for the Annual Inspection of the Play Equipment. (*Local Government Act 1972 s.144*)

15.3 **Other** It was **resolved** that cheque number 100839 for £158.01 (£131.68 + £26.33 VAT) to Glasdon UK Limited be signed, in settlement of invoice no. S1797908, for a new litter/dog waste bin for Shop Street, Whinburgh. (*Highways Act 1980 s. 185*)

15.4 **Credit.** Receipt of the following credit was **noted**:

15.4.1 HM Revenue & Customs - VAT Reclaimed: £82.67 - 20 April 2020.

15.5 **Budgets.** It was **agreed** to vire the sum of £150.00 from the Contingency budget to Other to cover the cost of the new waste bin and sundry Land Registry searches.

15.6 **Monthly Report.** The report for the month ending 30 June 2020 was **received**.

16 **Matters for consideration at next meeting.**

16.1 Consideration of the possibility of seeking to register The Mustard Pot as an Asset of Community Value.

16.2 Possible relocation of proposed dog waste bin in Dereham Road, Westfield from near Lolly Moor to the north end of the village near the start of Whinburgh FP1.

17 **Next meeting.** The next meeting of the Parish Council was **confirmed** as **Tuesday, 18 August 2020**, at 7.30 p.m. via **Zoom video link**.

Because of the difficulties in signing minutes as required by The Local Government Act 1972, Sch, 12 para 41(1), these minutes were approved by the Council at its meeting on 15 September 2020, and later signed by the Chairman of the meeting held on 14 October 2020.

Tony Needham, Chairman

Possible Future Meeting dates:

Tuesday, 18 August 2020

Tuesday, 17 November, 2020

Tuesday, 16 February, 2021

Tuesday, 15 September 2020

Tuesday, 15 December, 2020

Tuesday, 16 March, 2021

Wednesday, 14 October 2020

Tuesday, 19 January, 2021

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