

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 19 October 2021 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Nick Anema, (Vice-Chairman), Siân Carrell, Mike Goodrick, Mark Hansell, Karen Latham, Simon Whiteley.
Julian Gibson (Clerk).

Absent: Councillors: Tony Needham.

In the absence of the Council Chairman the Vice-Chairman assumed the Chair.

- 1 **Apologies for absence.** It was **resolved** to accept the reason for absence offered by Cllr. Needham.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public Participation Session.** District Cllr. Ian Martin gave an update on the situation with the Breckland Local Plan, and expressed his personal concerns that his Council was proposing to work to a proposal which would result in a period of three years during which the present adopted Plan would be considered to be out of date, and therefore exposed to the vagaries of the National Planning Policy Framework. This was especially worrying as production of new local plans almost always takes longer than planned. The Council strongly supported his concerns, and urged him to raise this with Breckland. He was able to confirm that the latest recalculation had confirmed that Breckland did have a 5-year land supply at present. Finally, he confirmed that he had called in the application which was the subject of agenda item 9.1, but that as yet it had not been considered by the Chairman's Panel, as the case officer was still awaiting a great deal more information before it would be possible to come to any decision.
- 5 **Standing item: Play equipment inspection.** See item 7.1.
- 6 **Minutes.** The minutes of the Meeting held on Tuesday, 21 August 2021 were **confirmed**, and **signed** by the Chairman.
- 7 **Matters arising.**
 - 7.1 [5] **Play equipment inspection.** Cllr Needham had confirmed that he carried out the inspection last month and would continue to do so.
 - 7.2 [8.9, Minutes of 17 August 2021] **Plaque.** A letter from Lady Dannatt, Her Majesty's Lord-Lieutenant for Norfolk, had been received, advising that she has commissioned a plaque for every parish and town council in the county. She has said: "Many of the Deputy Lieutenants in Norfolk experienced at first hand the work of their local community during the height of the pandemic. A small group of them came together for this project and have worked through every stage to this point where every parish and town council can now receive their plaque and I am very grateful for their time and commitment." The Council agreed, that now that Lady Dannatt had explained the thinking behind the Plaques, it should participate in the project. The Clerk was asked to advise the Lieutenancy and say that the Council would welcome the local Deputy Lieutenant to a future meeting of the Council to present the Plaque.
- 8 **Correspondence.** The following correspondence was **received**.
 - 8.1 Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 30 September 2021.
 - 8.2 Barclays Bank Plc: *Your Community Account* - 1-30 September 2021.
 - 8.3 Barclays Bank Plc: *Your Active Saver Account* - 1-30 September 2021.
 - 8.4 County Cllr. Ed Connolly: *Members Briefing Note* - 7 October 2021.
 - 8.5 District Cllr. Ian Martin: *Report by Breckland Council (Mattishall Ward) Councillors* - 19 October 2021.

9 Planning.

3PL/2021/1128/F: Barn 2, Manor Farm, Church Road, Whinburgh. Demolish redundant agricultural barn and Erection of 1No. two storey 4-bedroom and 1No. 2-bedroom single storey property. It was **noted** that the Clerk had been advised by a resident that the developer appeared to be working on clearing the site, possibly involving removal of trees. As the Breckland Tree and Countryside Consultant had said, in his preliminary comment on the application, "Some tree information has been provided, however there is currently insufficient information to fully assess the proposal. Please request that a tree survey, implication assessment, method statement (detailing works with the root protection areas of retained trees) and tree protection plan is provided", the Clerk had passed the report on to the Planning Department, and been told that the Tree Officer would be informed, and that she would contact the Agent. Subsequently a revised Tree survey and amended plans showing highway boundary (PROW) and tree constraints plan was submitted and a re-consultation is being undertaken. It was pointed out that the ash tree, which was one of the subjects of the tree report had been felled. The Clerk was asked to respond pointing this out, together with concerns about contamination, additional traffic, and playing the system, while stressing that the Council's objections remain.

10 The Queen's Platinum Jubilee (1). Cllr. Goodrick reported that he had not received a very positive response when he asked people about the possibility of joining the Big Jubilee Lunch on Sunday, 5 June 2022, with most concerns being related to the Covid situation at that time. However, it was felt that this would change as the date grew nearer, and so Cllr. Goodrick said he would keep going, and hopefully bring a preliminary proposal to a future meeting.

11 The Queen's Platinum Jubilee (2). It was **agreed** that the Council should purchase and plant a tree (possibly a hornbeam) as part of *The Queen's Green Canopy*, probably in the area of the Playing Field where the play equipment used to be. Cllr. Whiteley agreed to look into details, (including a guard) and when confirmed the Clerk will obtain a plaque under the *Green Canopy* scheme.

12 Play Area. Cllr. Whiteley reported that he had again met with the proposed contractor, and the total cost of the work would be £5,000, if the members would consider levelling and spraying the fencing themselves, which was **agreed**. It was **agreed** to waive the requirements of the Financial Regulation 11 requiring obtaining three quotations, on the grounds that Cllr. Whiteley had checked individual items (e.g. gates) against on-line prices, and that it would be wrong to ask other suppliers to quote when it was highly unlikely that they would be cheaper than the preferred contractor, and we would probably not use them even if they were. On that basis, it was **agreed** that Cllr. Whiteley should ask the contractor to go ahead. The Clerk also reported that he had submitted an end of grant report to Norfolk Community Foundation (administrator of grants made by Breckland Council), including evidence of the money spent to date, and received confirmation that they have closed off the file.

13 Parish Partnership Scheme. The Clerk reported that he had learned that it might be possible to use this source of 50% funding to lay a new and better surface at the entrance of the Playing Field. It was **agreed** that he should look into this further.

14 Finance.

14.1 Field & Pavilion. It was **noted** that on 30 September 2021 Everflow Water deducted £16.72 from the Council's account by Direct Debit, in settlement of their Invoice no. 1161155 for water services. (*Local Government Act 1972 s. 111*)

14.2 Field & Pavilion. It was **noted** that on 20 October 2021 Octopus Energy deducted £29.53 (£28.12+ £1.41 VAT) from the Council's account by direct debit, in settlement of invoice no. 0017, for electricity supplied. (*Local Government Act 1972 s. 111*)

14.3 Issuing new cheque. It was **noted** that cheque no. 100880 for £17.00 issued on 20 July 2021 to Cllr. Hansell had been written using his "known as" forename, and as a result his bank had refused to accept it. It was **agreed** that cheque no. 100892 payable to David M Hansell be issued in replacement.

14.4 **Credits.** Receipt of the following credit was **noted**: Breckland Council - Precept - £3,725 - 28 September 2021.

14.5 **Monthly Report.** The report for the month ending 30 September 2021 was **received**.

15 **Matters for consideration at next meeting.** None.

16 **Next meeting.** The next meeting of the Parish Council was **confirmed** as Tuesday, 16 November 2021, at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Confirmed:


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NICK ANTONIA VICE-
Tony Needham, Chairman
16 November 2021

Possible Future Meeting dates:

Tuesday, 16 November 2021 Tuesday, 15 February 2022

Tuesday, 14 December 2021 Tuesday, 15 March 2022

Tuesday, 18 January 2022

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