

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 7th February 2023 at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Nick Anema (Chairman), Siân Carrel (Vice-Chairman), Mike Goodrick, Richard Gundry, Tony Pinch, Simon Whiteley, Mark Hansell, Rebecca Wade (Locum Clerk)

Also present 5 members of the public plus District Councillor Paul Plummer.

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

The Chair welcomed everyone and the Locum Clerk informed them that the meeting was being recorded.

1. **Apologies for absence.** None.
2. **Declarations of interest.** The Chairman declared a Disclosable Pecuniary interest in agenda item 9.3 3PL/2022/1071/O.
3. **Dispensations.** None.
4. **Public Participation Session.**
 - 4.1 Most members of the public had attended to ask if there was any update on 3PL/2022/1071/O. The Chair informed them that Highways did not have any objection in principle to add a further 89 houses to the development, but had attached conditions to this including one being a cycle path. The Chair asked DC Paul Plummer if it had gone before the committee yet and he said it was still under review.
 - 4.2 A member of the public asked if there was any update about the railway bridge and Cllr. Goodrick reported that in the conditions it needed to be rebuilt after half of the dwellings are occupied which would require it being widened and strengthened as well as made into a two way bridge. A member of the public said they had spoken to the lady that owns the field next to the bridge and she has not been approached by anyone with regard to rebuilding and widening the bridge. The Chair asked DC Paul Plummer if he could keep the Cllrs informed of when it is going to committee so they can attend and be represented.
 - 4.3 A member of the public was concerned about the pollution that will be caused by the extra housing as it all goes downhill to the River Tud and then into the River Wensum. Cllr. Whiteley agreed and said that this point had been made a number of times to the water authorities.
 - 4.4 A member of the public asked if there was anything they could do to stop the additional 89 houses. It was suggested they could contact the local media and the Chair suggested contacting their MP. Cllr. Goodrick asked the members of the public if they needed somewhere to meet to discuss the development and asked the other Councillors if they objected to the use of the Parish Pavilion for this. The Chair stated it was for the communities use and if it was not booked it was available.

At this point Cllr. Anema joined the meeting and took over the chair.

5. **Standing item: Play equipment inspection.** Cllr. Pinch reported that he had carried out an inspection and it was in good order with no issues. It was noted a general tidy up would be undertaken in Spring. Cllr Whiteley reported he had noticed the post to the gate was not working properly due to builder's error and he would contact the builder to rectify this.
6. **Minutes.** The minutes of the Meeting held on Tuesday, 17th January 2023 were approved without amendment and signed by the Chair as a correct record. All **agreed**.
7. **Five ways junction fingerpost sign.** Highways were unaware that this sign had been demolished but have now confirmed that it would be replaced. No date was given.

8. **Correspondence received since November meeting.** Councillors noted the correspondence received.

9. **Planning**

9.1 New planning applications – None.

9.2 Planning decisions – None.

9.3 Other planning issues

3PL/2022/1267/F: Chapel Farm, Dereham Road, Whinburgh. Cattle Shed (retrospective permission). The Chair asked DC Paul Plummer if this had been called in to committee and he confirmed yes it had been asked to be called in but as yet was unaware if it had. He will ask again if it is going to be called in. Cllr Carrel reported that she had been sent photographic evidence that the barn had got bigger and was still under construction. The parishioner that had informed her had also sent photos to Breckland but was unsure if they had received them. DC Paul Plummer to check whether photographic evidence has been received by Breckland and will report back to the Locum Clerk.

3PL/2022/1071/O: Land to the east of Westfield Road and to South of Westfield Lane, Dereham. Outline planning application for development of a maximum of 89 dwellings and associated infrastructure (all matters reserved). – as discussed in the public session.

9.4 Possible development sites

The possible new development sites in Whinburgh sent out by Breckland as part of their call for sites were discussed by Councillors.

DC Paul Plummer explained the planning department will go through the proposed sites and if any of the sites were felt suitable for development then the Parish Council would be informed and would then be able to make comments.

10. **Highways and footpath issues.** Cllr Carrel reported that a number of pot holes has been filled in but some remained. Cllr Goodrick informed the meeting that there were still several on the Yaxham to Shipdham route.

The Clerk to report a damaged footpath sign and the Chair to provide details of the location.

11. **2023/24 Budget**

The Locum Clerk presented a draft budget for 2023/24 which was approved.

12. **2023/24 Precept**

It was agreed to fix the Precept for 2023/24 at £8,967. This represents an increase of £427 equating to an additional 3p per week for a Band D Council Tax payer. Proposed by Cllr. Whiteley, seconded by the Chair and all agreed.

13. **Finance**

- 13.1 To agree the following items for payment (December and January) * already paid

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Cllr Whiteley	Reimbursement of Impress Express for new header for notice board	42.00	7.00	35.00
Octopus Energy*	Electricity supplied - November	21.45	1.02	20.43
Neville Lake	Grass cutting	1,200.00	-	1,200.00
Octopus Energy*	Electricity supplied - December	56.55	2.69	53.86
Everflow Water*	Water rates – December quarter	15.36	-	15.36

Octopus Energy*	Electricity supplied – January	116.46	5.55	110.91
Clerk	Quarterly wages and expenses	1,674.22	-	1,674.22
Locum Clerk	Wages and expenses	456.22	-	456.22

All agreed.

13.2 To note receipt of the following credit :-

Rent received for Charity land of £300 was noted.

13.3 To receive the monthly financial report

The Locum Clerk informed the Councillors the financial report had not been reconciled to the bank in the absence of any current bank statements and this would be done when statements were available.

13.4 Banking

Cllr. Hansen asked for possible new banking arrangements to be added to the agenda in six months.

Cllr. Carrel to forward the KYC correspondence to the Locum Clerk to respond to them.

It was agreed to change the correspondence address for the bank to Cllr. Carrel.

13.5 SAAA notification of External auditor PKF Littlejohn for five year period until 2026/27

This was noted.

14. **Urgent business.** None.

15. **Matters for consideration at the next meeting**

The Chair raised previous discussions around the District Council inviting suggestions for areas of green space requiring environmental protection. In order to provide protection against development the area around Lolly Moor was discussed.

The woodland restocking order was discussed and it was agreed to include this on the agenda in three months time to ensure this has been done.

The Chair also raised water contamination and it was agreed in relation to the sewerage pipes discharging into the River Tud that he would email DC Paul Plummer and this would be added to the agenda for the next meeting.

16. **Next meeting.** The next Meeting of the Parish Council was **confirmed** as Tuesday, 14th March 2023, at 7.30 p.m. in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

The Chair closed the meeting at 9.06 p.m.

Confirmed:

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Nick Anema, Chairman

14th March 2023

Possible Future Meeting date:

Tuesday, 11th April 2023

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