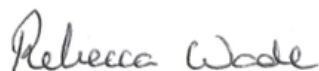


WHINBURGH & WESTFIELD PARISH COUNCIL

3rd August 2025

To all members of the Council

You are hereby summoned to attend the meeting of Whinburgh & Westfield Parish Council to be held in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh on Tuesday, 12th August 2025 at 7.30 p.m. for the purpose of transacting the following business.



Rebecca Wade
Clerk to the Council

Agenda

1. To receive and consider apologies for absence.
2. To receive declarations of interest for items on the agenda and to consider any requests for dispensation.
3. Open forum for public participation: an opportunity to hear from members of the public and Breckland District Councillors.
4. **Standing item:** Play equipment inspection.
 - 4.1. To consider the monthly play equipment inspection
 - 4.2. To receive an update on the Playing Field cuts
 - 4.3. To receive an update on the working group and actions taken in response to the play inspection findings
5. To approve the minutes of the meeting held on Tuesday, 1st July 2025.
6. To report on items not on the agenda from previous meetings.
7. Correspondence received since the July meeting.
8. Memorial Tree for Simon Whiteley
9. **Events**
 - 9.1 Whinburgh Dog and Steam event 16th August 2025
 - 9.2. To discuss event insurance and consider any amendments required
10. **Planning**
 - 10.1. To receive and consider any new planning applications
 - PL/2025/0990/HOU** - New balcony to the rear and internal alterations, including the conversion of the garage and the replacement of the conservatory roof - Gables Lodge Whinburgh Road, Westfield
 - PL/2025/0904/FMAJ** - Construction and operation of a Solar Farm and Battery Energy Storage System, together with related infrastructure, access, drainage, landscaping and other associated works - Land at Park Farm, Birds Corner, Shipdham
 - 10.2. To note any planning decisions
 - 10.3. Other planning issues – to consider a response to Breckland Planning regarding the Caravan at Sunset, Shop Street.
 - 10.4. To receive an update on Breckland's Local Plan Consultation and consider any necessary action
11. **Finance**
 - 11.1. To consider payment of the following and to note the nationally agreed salary review for the Clerk for 2025/26 together with the amount backdated to April (* already paid)

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Octopus Energy	Electricity (01/6/25 – 30/6/25)*	£26.20	£1.25	£24.95
Begley Electrical	Supply and fit new digital thermostat	£270.00	£45.00	£225.00
Norfolk ALC	Website hosting Fees	£84.00	£14.00	£70.00
Norfolk PTS	Planning Training	£78.00	£13.00	£65.00
Clerk	July and August Wages and expenses	£687.52	£0.90	£686.62
HMRC	PAYE	£117.40	-	£117.40

11.2. To note the following receipts since the last meeting

Detail	Total
Breckland – Recycling Payment for 2025	£97.39
Npower	£30.76

11.3 To consider the Parish Partnership Scheme 2026/27

11.4 To review the recent website upgrade

12. General Parish issues (for information only)
13. To decide on any matters for consideration at the next meeting.
14. To consider and confirm the date of the next Parish Council meeting as Tuesday 16th, September 2025 at 7.30 p.m.