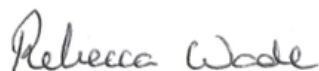


WHINBURGH & WESTFIELD PARISH COUNCIL

14th October 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, 21st October 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 and consider any necessary repairs
5. To approve the minutes of the meeting held on Tuesday, 16th September 2025.
6. To report on items not on the agenda from previous meetings.
7. Correspondence received since the September meeting.
8. To receive an update on the memorial tree for Simon Whiteley.
9. To discuss and consider options for the rental or sale of the land lying to the south-west of Dereham Road, Garvestone, and land on the south-west side of Dereham, Whinburgh jointly owned by the Parish Council and Whinburgh Parochial Charity.
10. **Planning**
 - 10.1. To receive and consider any new planning applications
 - 10.2. To note any planning decisions
 - 10.3. To consider a response to Park Farm renewable
 - 10.4. Other planning issues
11. **To complete the Property Flood Resilience Questionnaire**
12. **Finance**
 - 12.1. To consider payment of the following (* already paid)

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
Everflow	Water supply – 22/9/25 to 21/12/25	£21.83	-	£21.83
Octopus Energy	Electricity	£31.08	£1.48	£29.60
Siân Carrel	HM Land Registry Search Fees	£42.00	£7.00	£35.00
NPTS	Councillor training	£78.00	£13.00	£65.00
Clerk	October Wages and expenses	£409.04	£0.50	£408.54
HMRC	PAYE	£73.20	-	£73.20

12.2. To note the following receipts since the last meeting

Detail	Total
Precept	£5,170.04
Bank Interest	£50.15
Pavilion Hire	£16.00

12.3 To receive and consider the Financial Officers report

12.4 To receive an update on the new bank signature

13. To review the current grounds maintenance contract, consider alternative providers, and agree hedge cutting arrangements along Shop Street
14. To consider the request from the Coltishall Agility Club to hire pavilion chairs
15. To consider a response to the Transport Made Simple Group community engagement regarding the Acquisition of Go East Anglia
16. General Parish issues (for information only)
17. To decide on any matters for consideration at the next meeting.
18. To consider and confirm the date of the next Parish Council meeting as Tuesday 18th November 2025 at 7.30 p.m.