

WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of the meeting of Whinburgh & Westfield Parish Council on Tuesday, 18th November 2025 at 7.30pm in Whinburgh & Westfield Parish Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Siân Carrel (Chair), Nick Anema (Vice-Chairman), Richard Gundry, Robert Plummer, Jeremy Riches, Darren Godliman, Paul Blanch and Rebecca Wade (Clerk)

Also, present DC Paul Plummer and 1 member of the public

1. Apologies for absence.

There were none.

2. Members declarations of interest for items on the agenda and to consider any requests for dispensation for Councillors with a Pecuniary interest

There were none.

Cllr Anema and Cllr Riches joined the meeting.

3. Public participation session

DC Paul Plummer reported that Garvestone Parish Council has started clearing the Tollers Lane footpath from their end towards Whinburgh, without waiting for action from Norfolk County Council. A representative of Mid Norfolk Railway advised that once they reach the railway, arrangements will be made for a crossing. Garvestone Parish Council has noted that at the Whinburgh end, the footpath exits directly onto the main road. They have suggested that a barrier or handrail be installed to prevent pedestrians from stepping into the road and to provide adequate warning.

Cllr Anema reported that Highways had come out and jetted the three drains just outside Westfield on the other side of the bridge. The drains functioned for a while but then ceased to work again following rainfall. Cllr Anema will attempt to locate the end of the pipe to clear it himself.

The Chair asked DC Plummer for any news regarding car parking. DC Plummer reported that there was no update at this time.

4. Standing item: Play equipment inspection.

4.1 Monthly play equipment inspection

The play equipment was reported to be in order.

Cllr Gundry noted that the playing field had still not been cut, concern was expressed that it may soon be too late. The Clerk had spoken to the ground's maintenance contractor, who explained the delay was due to machinery repairs. Next year, invoices will be issued after each cut rather than annually which will be easier monitor.

5. Minutes of the meeting held on Tuesday, 21st October 2025

The minutes of the meeting were unanimously approved without amendment and signed by the Chair as a correct record. Proposed by Cllr Godliman and seconded by Cllr Anema.

6. Items not on the agenda from previous meetings.

- Regener8 Power Ltd were contacted, confirming that two councillors would be happy to attend the Shipdham Parish Council meeting instead of arranging a separate meeting. I am still awaiting confirmation of the date and time from Regener8. Details will be shared on the parish website once received.

Cllr Plummer noted that Cllr Kay Mason Billig, a member of Norfolk County Council, is a prominent opponent of large-scale solar farms. It was **agreed** that, once the meeting date is confirmed, the Clerk will contact Cllr Kay Mason Billig to invite her to attend.

- The culvert at Lolly Moore has been reported and Highways have assessed the problem and reported this culvert, and adjoining ditches are privately owned by the landowners adjacent to the highway. The parish council will need to contact these landowners and ask them to clean their ditches and pipework. The Clerk to write to the landowners.

7. **Correspondence received since the October meeting.**

Breckland Inspiring Communities, CPRE – Getting Solar off the Land Exhibition, Parish Precept 2026/27, Breckland Planning, Norfolk ALC, Breckland's Airbnb – Best of British Fund, Breckland Local Plan: Regulation 18 Consultation, Anglian Water Strategic Water Network programme, Breckland – Mindful Towns Newsletter, Norfolk Community Foundation, CC Ed Connolly – NCC briefing note and Parish Report, Headway Suffolk, Breckland Regulation 18 Local Plan Evening Public Engagement Events, Group News and RWE Renewables – regarding upcoming abnormal load movements in the area.

8. **Memorial tree for Simon Whiteley**

- Cllr Anema suggested two small-leaved lime trees (native to East Anglia) at a cost of £36 each (6ft 1in), to be planted in Westfield churchyard and Whinburgh playing field. Planting can take place up to the end of March 2026.
- The Clerk will contact Simon's family to arrange a planting date and to invite them to attend.
- Cllr Riches will liaise with the vicar to identify a suitable location for the tree in the churchyard.
- Various plaque options were discussed; a metal commemorative plaque with raised lettering was chosen. The Clerk will select a range of colours and shapes and share screenshots with councillors for a final decision.
The plaque will include the dates Simon Whiteley served as a councillor. Cllr Gundry reported, after consulting a previous chairman, that Simon likely joined in 2003/04 - dates to be confirmed.

It was unanimously **agreed** to set a limit of £150 for the plaque and £72 for both trees.
Proposed by Cllr Anema, seconded by Cllr Carrel.

9. **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.**

The Clerk confirmed that to sell the amenity land, the Council would require approval from the Secretary of State. It was **agreed** to proceed with renting the land out. The Chair reported that a sign had been placed on the gate, and the Clerk noted that three individuals had already expressed interest in renting the land. An advert will appear in Group News in December and January.

The Chair advised that the Council should establish the rental value of the land and will consult a contact for advice. It was **agreed** that the Clerk would inform interested parties about the upcoming advert and, in the interest of fairness, the Council will wait to see if any further interest arises from this. The matter will be discussed again at the December meeting.

10. **Planning**

10.1. New planning applications

PL/2025/1326/VAR - Variation of conditions 8, 11,13, 14, 15 and 16 on pp PL/2025/0039/FMIN- to vary the condition trigger wording to 'the development shall be carried out in accordance with [the approved details]' following commencement of development on site, as well as the approval of mandatory biodiversity gain plan - Chapel Farm Dereham Road, Whinburgh.
No Comment.

10.2. Planning decisions

None.

10.3. Breckland's Regulation 18 Consultation of the Draft Local Plan

Councillors were uncertain which upcoming in-person event relates to Whinburgh and Westfield. The Clerk will confirm the relevant event, and councillors will try to attend. This will be added to the next agenda for discussion, and a response will then be submitted.

10.4. Other planning issues

An email was sent to Breckland Planning regarding Planning Application PL/2025/0642/FMIN to confirm whether the issues raised by Highways would be acted upon. Breckland Planning responded as follows:

- The application was refused on 16th September, with point 3 of the decision notice referring to insufficient evidence of adequate visibility at the site access.
- No further application has been received for the site.
- If there is evidence of unlawful activity (such as unauthorised works or ongoing highway safety concerns), the Council or members of the public are advised to complete the enforcement complaints form available on the Breckland Council website: <https://www.breckland.gov.uk/planning-enforcement/complaint>.

The Parish Council will continue to monitor the situation and consider submitting an enforcement complaint if necessary.

11. Finance

11.1. The following payments were unanimously approved for payment (* already paid)

To pay	Detail (invoices available for viewing)	Total	VAT	Ex VAT
M.P. Denis and Sons	Hedge cutting – Playing Field	£288.00	£48.00	£240.00
Octopus Energy	Electricity *	£31.83	£1.52	£30.31
Clerk	October Wages and expenses	£329.23	£0.50	£328.73
HMRC	PAYE	£55.00	-	£55.00

11.2. Receipts since the last meeting

Detail	Total
UKPN	£34.75

11.3 To change bank accounts

After a discussion, it was unanimously agreed to change the Council's bank account from Barclays to Unity Trust. Proposed by Cllr Carrel and seconded by Cllr Anema.

11.4 Internal Auditor for 2025/26

It was unanimously **agreed** to appoint Robin Goreham as Internal Auditor for Whinburgh and Westfield Parish Council accounts 2025/26. Proposed by Cllr Carrel and seconded by Cllr Anema.

12. General Parish issues (for information only)

Cllr Plummer reported that a vehicle had driven over and broken two water mains at the end of Stegg's Lane. Cllr Plummer has spoken to one of the property owners and noted that it is the owners' responsibility to contact Anglian Water to arrange repairs.

13. Matters for consideration at the next meeting.

- Simon's Memorial

- 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
- Breckland's Regulation 18 Consultation of the Draft Local Plan

14. The next Parish Council meeting was confirmed as Tuesday, 16th December 2025 at 7.30 p.m. in Whinburgh and Westfield Parish Pavilion.

The Chair closed the meeting at 8.26pm