

WHISSONSETT PARISH COUNCIL

**The next meeting will be held at 7.30pm on
Monday 13th March 2023 in the Village Hall.**

**Whissonsett Parish Council welcomes the public and press to its meetings.
You may address the Council during the public participation session
but standing orders do not allow participation in the debates.**

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 9th January 2023.
4. Open Forum for Public Participation (15 minutes maximum).
5. County & District Councillors Reports.
6. Planning Issues
 - a) Decisions to note (information only).
 - **3PL/2021/0274/CU** – Caravan, Back Lane, Stanfield - change of use of agricultural and brown field land to residential caravan use for an extended Traveller family. A maximum of two static caravans and three touring caravans to be stationed on the land, on either a temporary or permanent basis (Retrospective) – **REFUSED**.
 - **3PL/2022/0899/F** – Garden Plot to Chapel Cottage, off Tower Close - proposed Detached Bungalow & Garage on Garden Plot – UNDECIDED.
 - **APP/F2605/W/22/3302165** - Town and Country Planning Act 1990, Appeal under Section 78 – Site Address: - Lower Farm New Road - Creation of Wellness retreat facility with the erection of 3no.lodge cabin and studio (3PL/2021/1465/F) – UNDECIDED.
 - **3PL/2022/1444/HOU** – Greengate Corner, Dereham Road - proposed Side Extension & Garage Conversion – **APPROVED**.
 - b) Applications to consider.
 - **3PL/2022/0315/F** – Small Holdings Farm, London Street - conversion of existing agricultural barn to one residential dwelling with annex. Part demolition of existing agricultural lean too building – amended.
 - **3PL/2023/0156/O** – 4 Mill Lane – sub-division of existing garden land and outline permission for 2 semi-detached dwellings with new access.
 - Any Planning Applications received following the publication of the agenda - (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - c) To receive an update regarding enforcement issues.
 - d) To consider any action in respect of the forthcoming consultation regarding the Breckland Local Plan.

7. Highways matters.

- a) To receive an update re matters previously reported.
 - Mill Lane – Open Reach vehicles parking on road and the request for land reinstatement – boundaries established and area to be cleared – C/Cllr Kiddle-Morris requested to chase this up.
 - New Road – flooding – solutions being investigated by Highways.
 - Hedge obstructing highway visibility on Mill Lane – resident requested to cut hedge back – now with C/Cllr Kiddle-Morris to deal.
 - Potholes on New Road – reported to Highways.
 - Surface deterioration on London Street –reported to Highways.
 - Large pothole on Dereham Road, junction with Wash Lane –reported to Highways and repaired.
 - Blocked drains on New Road, near East View Crescent –reported to Highways and will be cleared.
 - The broken sign stump on the junction of New Road/Colkirk Road has reappeared - reported to Highways and has been resolved.
 - Pothole on Dereham Road, heading towards Stanfield, nr Willow House – reported to Highways and will be repaired.
- b) To receive a report regarding the SAM II sign and related speeding issues.
- c) To consider granting a third-party permission to submit an application on our behalf to add the Church Lanes to the Norfolk Definitive Map, ensuring the use of the Lanes in perpetuity.

8. To consider any issues in respect of the Play Area including matters raised in the annual inspection report.

9. To receive a report regarding untidy plots at the Allotment Field site.

10. To consider resurfacing the overspill playing field car park.

11. To consider any maintenance or other issues relating to village areas.

12. To consider a change of format of the Annual Parish Meeting.

13. To consider any commemoration/celebration in respect of the Coronation.

14. Correspondence

(any correspondence received after the agenda has been published will be circulated at the meeting)

- Consultation - A County Deal for Norfolk – Devolution.
- Great British Spring Clean.
- Norfolk Parishes Movement for an OTN – March Update.

15. Finance & Governance Matters

- a) To receive a financial report for the year ending 31st March 2023.
- b) To review the allotment fees.
- c) To consider a donation to the Village Hall in respect of:
 - Heating and caretaking of the Hall for the use of Council meetings, and
 - Kings Coronation Tea with Entertainer and Best Crown Competition.
- d) To consider any charitable requests.

e) To consider approval of the following policy documents.

- Financial Regulations
- Asset Register
- Risk Assessment & Management Policy
- Tree & Hedge Policy

f) To approve the following payments:

- | | |
|------------------------------------|-------------|
| • Clerk (Salary/Allowance) - Feb | £tbc (SO) |
| • Clerk (Salary/Allowance) – Mar | £tbc (SO) |
| • HMRC | £tbc |
| • HMRC Refund to Clerk | £39.40 |
| • Allotment Signage | £tbc |
| • Training Course – Cllr Griffiths | £48.00 |
| • Website (Refund to Clerk) | £106.06 |
| • ICO (Data Protection) | £35.00 (DD) |
| • Clerk Expenses | £7.69 |

16. To receive any new items for the next agenda.

17. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of a code of conduct issue.

18. To note the Annual Meeting of the Parish Council will be held on Monday 22nd May, following the Annual Parish Meeting which commences at 7.15pm in the Village Hall.

Sheryl Irving
Clerk to the Council
whissonsettparishcouncil@gmail.com
Tuesday 7th March 2023