

## **WHISSONSETT PARISH COUNCIL**

Minutes of a meeting of the Parish Council held on Monday 13<sup>th</sup> January 2025 at 7.30pm in the Village Hall.

Present: Cllr Sally Dye (Chair)  
Cllr Charles Holloway (Vice Chair)  
Cllr Caroline Edge  
Cllr Sian Griffiths  
Cllr Susan McGregor  
Cllr Tristan Ireson  
Cllr Jimmy Daniels

One Member of the Public  
Sheryl Irving (Clerk)

### **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting. Apologies were received from County Cllr Mark Kiddle-Morris and District Cllr Robin Hunter-Clarke.

### **2. To receive any declarations of interest.**

There were none received.

### **3. To approve the minutes of the meeting held on 11<sup>th</sup> November 2024.**

Cllr Griffiths proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr McGregor and unanimously agreed by Council. The Chairman duly signed the minutes.

### **4. Open Forum for Public Participation (15 minutes maximum).**

The member of the public said that there was a great deal of dog mess being left around the village and was advised that evidence of the culprits is required and then it can be reported to the Dog Warden to deal.

They also raised concerns regarding dogs being poisoned on the Herne/Clay Lane footpath. There had been a number of recent incidents with the dogs requiring urgent, expensive, veterinary treatment. Possible causes were fungal spores or a deliberate act. Cllr Edge reported that she had contacted the RSPCA, who passed her onto the Police, who passed her onto the Environment Agency, who passed her onto Breckland Environmental Health, who had now passed her onto the Police Wildlife Officer and the NCC Public Rights of Way Officer. She will continue to pursue the matter.

### **5. County & District Councillors Reports.**

In his absence, C/Cllr Kiddle-Morris had submitted a written report, which was noted.

Council noted the Surgery being held at 10.00am in the Village Hall on Saturday 25<sup>th</sup> January with D/Cllr Hunter-Clarke.

## **6. Planning Issues**

### **a) Decisions to note (information only).**

Council noted that the following applications remain pending:

- 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.
- PL/2024/1037/VAR - Wallis House, Dereham Road - Variation of conditions 2 (approved plans) and 3 (external materials) attached to 3PL/2024/0575/HOU, dated 08.11.2024 to enable the removal of the first floor addition to garage and insert Velux windows in garage roof, as well as include circular windows to gables in existing garage and front elevation of existing dwelling.

### **b) Applications to consider.**

- PL/2024/1184/HOU - 1, Sunnyside, London Street, Whissonsett, NR20 5ST - Proposed Two Storey Side and Rear Extension & Internal Alterations – Council considered this application and no issues were raised. The Council's dark skies policy will be submitted.

### **c) To receive an update regarding enforcement issues.**

In the absence of D/Cllr Hunter-Clarke, there was no update.

### **d) To consider the Planning Reform White Paper.**

Council noted the ongoing Government consultation and were advised to respond as individuals.

## **7. Highways matters.**

### **a) To receive an update re matters previously reported.**

Council noted the following updates:

- 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 again requested to chase this up.
- Hedge obstructing highway visibility on Mill Lane – photos have been sent to Highways for action.
- Colkirk FP14 (Raynham Road) – broken sign – reported to Highways and will be replaced.
- Surface deterioration on High Street – Cllr Kiddle-Morris to request a highways survey be carried out.
- Wash Lane – drain higher than road – reported to Highways.
- London Street – drain near to Village Hall blocked – reported to Highways.
- North View – faded street sign – will be replaced.
- Colkirk Road – missing 30mph repeater sign now replaced.
- New Road/East View Crescent – drains blocked by fallen leaves will be reported to Breckland and Highways.

**b) To receive a report regarding the SAM II sign and any speeding issues.**

The Chairman reported that the sign will be moved from the Mill Lane location to West End.

**8. Playing Field Matters - to receive a report from the Playing Field Warden including matters raised in the annual inspection report, fencing quotes and an update on the basketball hoop repair.**

Council noted that there was no update in respect of ongoing matters except that the basketball hoop will be repaired.

**9. To consider any action in respect of the Conservation Area at the Playing Field.**

Cllr Holloway reported that a tree had fallen in the recent storms but had done no damage. Council agreed to leave it in situ as it created valuable wildlife habitats.

**10. To receive a report from the Allotment Warden and to consider ongoing maintenance and improvements to the site.**

Council noted that the fruit cage has been removed and the site can be cleared, harrowed and cultivated, where necessary.

Council instructed Cllr Daniels to cut the allotment hedge on Rectory Road and Wash Lane, where it was the responsibility of Council.

**11. To receive a report from the Village Warden (council assets) and updates on the following:**

- The refurbishment of Spring Well.
- Notice Board on Campingland.
- Drainage works to Bus Shelter – installation of drain crate.
- The refurbishment of the Village Sign.

Council noted that no works will take place on the above until the weather improves.

**12. To receive a report from the Church Close Land working party and consider any actions.**

Cllr Griffiths reported that the group will meet again in February and will also discuss options to name the area.

**13. To receive an update regarding the grass cutting contract for 2025.**

Council noted the contract details for 2025 and the 11% increase. Cllr Edge proposed that an increase of 5% be offered and, if not accepted, to go to tender, this was seconded by Cllr Holloway and unanimously agreed by Council.

#### **14. To note the meeting dates for 2025:**

- Monday 10<sup>th</sup> March
- Monday 12<sup>th</sup> May
- Monday 14<sup>th</sup> July
- Monday 8<sup>th</sup> September
- Monday 10<sup>th</sup> November

The meeting dates were noted.

#### **15. Correspondence**

Breckland Ward Boundary Review - Draft Recommendations – Council noted the recommendations which had no impact on Whissonsett.

#### **16. Finance & Governance Matters**

##### **a) To receive a financial report for the year ending 31<sup>st</sup> March 2025.**

Council noted the financial report (attached).

##### **b) To approve the following payments and note any receipts.**

Cllr Holloway proposed approval of the following payments, this was seconded by Cllr Griffiths and unanimously agreed by Council.

##### **PAYMENTS**

P31	Clerk (Salary/Allowance) – December (including back-dated pay award – to 01.04.24)	£312.34 (SO)
P31	HMRC – PAYE	£17.60
P32	Public Works Loan Repayment	£432.46 (DD)
P30A	Grass Contractors – October	£807.93
P33	Clerk (Salary/Allowance) – January	£247.78 (SO)
P33	HMRC – PAYE	£2.00
P34	Grass Contractors – Additional Works	£225.00
P35	Land Purchase – Completion Statement	£23.00

#### **17. To receive any new items for the next agenda.**

There were no new items received for the next agenda.

#### **18. To note the next meeting of the Parish Council will be held on Monday 10<sup>th</sup> March 2025, at 7.30pm in the Village Hall.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.30pm.

Signed:

Date:

WHISSONSETT PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2025					
FINANCIAL REPORT - JANUARY 2025					
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>	<b>Bank Reconciliation</b>	
	<b>2024/25</b>	<b>date</b>	<b>Spend</b>	<b>Community Account at 01.04.2024</b>	<b>12,621.97</b>
				Plus Receipts at 31.12.2025	16,147.67
<b>PAYMENTS*</b>				Less Payments at 31.12.2025	21,188.35
Admin	1,416	798	56%	<b>TOTAL</b>	<b>7,581.29</b>
Salary	2,915	2,397	82%	<b>Bank Balance at 31.12.2025</b>	7,749.48
Grass Cutting**	5,661	5,881	104%	Less any outstanding payments	168.19
Play Area	505	255	50%	Plus any outstanding receipts	-
Open Spaces (inc maintenance)	2,002	946	47%	<b>TOTAL</b>	<b>7,581.29</b>
Donations	100	275	275%		
<b>TOTAL</b>	<b>12,599</b>	<b>10,551</b>	<b>84%</b>	Church Close Land Purchase	177.16
				Church Close Orchard Grant	294.00
<b>RECEIPTS</b>			<b>Received</b>	Allotment deposits	-
Precept	12,000	12,000	100%	Open Spaces	2,000.00
Allotments	-	-	0%	<b>GENERAL RESERVE</b>	<b>£5,110.13</b>
Grants	-	294			
HMRC Refund	-	-		<b>Church Close Loan Balance:</b>	<b>3,750.00</b>
<b>TOTAL</b>	<b>12,000</b>	<b>12,294</b>	<b>102%</b>		
<b>SURPLUS/DEFICIT</b>	<b>(599)</b>	<b>1,743</b>			
*includes payments as listed on agenda.					