

WHISSONSETT PARISH COUNCIL

**The Annual Council Meeting will be held on
Monday 9th May 2022, in the Village Hall, following the Annual Parish
Meeting which commences at 7.15pm.**

**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. Election of Chairman and signing of the declaration of office form.
2. Election of Vice Chairman and signing of the declaration of office form.
3. Welcome and apologies for absence.
4. To receive any declarations of interest.
5. To note the two Council vacancies and to consider the co-option of new Council members.
6. To approve the minutes of the meeting held on 14th March 2022.
7. Open Forum for Public Participation.
8. County & District Councillors Reports.
9. Planning Issues
 - a) Decisions to note.
 - **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) - UNDECIDED
 - **3PL/2021/1465/F** – Lower Farm, New Road - creation of Wellness retreat facility with the erection of 3no.lodge cabin and studio – REFUSED.
 - **3PL/2022/0061/VAR** – Plot 1, London Street - variation of condition 2 for *3PL/2019/1416/D* - repositioning of external doors/windows including internal alterations Plot 1 only – UNDECIDED.
 - **3PL/2022/0081/F** – Lower Farm, New Road - erection of private stable, fencing & gates – APPROVED.
 - **3PL/2022/0123/HOU** – The Seasons, Colkirk Road - proposed extension, alterations and new access to existing bungalow – APPROVED.
 - **3PL/2022/0355/VAR** – 5 Durrant Close - variation of Condition 2 on *3PL/2019/1416/D* - Revised design for plot 2 (to include rooms in the roof) and Garage – UNDECIDED.

- **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 – UNDECIDED.
 - **3PL/2022/0319/VAR** – The Cottage, New Road - variation of Condition 2 on 3PL/2020/0004/D - To approve revised landscaping scheme (601/2021/601/DOC and 601/2021/601 Plan) as these have superseded the original Approved drawings/plans – UNDECIDED.
 - **3PL/2022/0349/VAR** – Plot 1 at London Road - variation of condition 2 on 3PL/2019/1416/D - Internal alterations - positioning of windows and doors – UNDECIDED.
- b) Applications to consider.
- **3PL/2022/0435/VAR** – Lower Farm, Lower Farm Barn, New Road - variation of condition 2 on pp 3PL/2017/1041/F - alterations to provide annexe usage for garage block and discharge of condition 8 (drainage)
 - Any Planning Applications received following the publication of the agenda - (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
- c) To receive an update from the District Cllr re the adjacent trees at the Old Pit building development.
- d) To consider the Breckland Local Plan call for development sites, and the call for Local Green Spaces.

10. 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.
 - New Road – flooding – solutions being investigated by Highways.
 - Faded Street Signs – Rectory Road/School Road – reported again to Breckland.
 - Footpath 3 – Bridge – reported to Highways and works programmed.
 - London Road – flooding – works programmed by Highways.
 - Fir Trees dumped on Mill Road – reported to Breckland.
 - Grit Bin on Stocks Hill – reported to Highways and resolution works carried out.
- b) To receive a report regarding the SAM II sign.

11. To consider any issues in respect of the Play Area.

12. To consider a report from the Tree Warden, following their tree inspection and a meeting with a tree contractor to discuss maintenance and matters raised in tree inspection report.

13. To consider a replacement for the felled Beech tree, following advice received from the Breckland Tree Officer.

14. To receive an update regarding planting a Jubilee tree and purchasing a RBL plaque.

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

16. Correspondence

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

- Vattenfall project and team updates

17. Finance & Governance Matters

- a) To receive a financial report for the years ending 31st March 2022 and 31st March 2023.
- b) To receive the internal auditors report and consider any recommendations.
- c) To approve the annual governance statement in the 2021-22 Annual Return.
- d) To approve the accounting statements in the 2021-22 Annual Return.
- e) To approve the certificate of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- f) To receive a report regarding the renewal of Council insurance.
- g) To approve the following payments:
 - Clerk (Salary/Allowance – Apr/May) £TBC
 - (includes incremental salary increase)
 - HMRC – PAYE £TBC
 - Tree Contractor (April) £TBC
 - Council Insurance Policy £TBC

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

19. To note the next meeting of the Parish Council will be held on Monday 11th July 2022 in the Village Hall at 7.30pm.

Sheryl Irving
Clerk to the Council
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Monday 2nd May 2022