

## WHISSONSETT PARISH COUNCIL

Minutes of a meeting of Whissonsett Parish Council held on Monday 14<sup>th</sup> November 2022 at 7.30pm in the Village Hall.

**Present:** Cllr Sally Dye (Chair)  
Cllr Charles Holloway (Vice Chair)  
Cllr Caroline Edge  
Cllr Jimmy Daniels  
Cllr Tristan Ireson

D/Cllr Robert Hambidge  
One Member of the Public  
Sheryl Irving (Clerk)

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

The Chairman welcomed everyone to the meeting. Apologies from Cllr McGregor (previously Dayment) were approved. Apologies were also received from County Cllr Kiddle-Morris.

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

There were none received.

### **3. To note the Council vacancy and to consider the co-option of applicants to the post.**

A prospective candidate was in attendance to observe the meeting.

### **4. To approve the minutes of the meeting held on 26<sup>th</sup> September 2022.**

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

### **5. Open Forum for Public Participation.**

A member of the public asked about the approach Council took regarding planning. The Chairman outlined the decision taken by Council not to produce a Neighbourhood Plan, which would be costly and time-consuming, although it was the only route available for parish councils to have a direct say in planning regulations relating to the village. The five-year land supply and the Breckland Local Plan were discussed, as well as the current nutrient neutrality issue which is stopping most applications from being approved. The member of the public suggested that the village should be given more of a say in the process but the Chairman reminded them that this open forum was always available for that purpose.

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

A written report was received from County Cllr Kiddle-Morris and is attached.

District Cllr Hambidge reported that he was pushing the Head of Department to take action at the site on Back Lane, Stanfield where alleged breaches of planning and environmental legislation were taking place. He had been informed that the Enforcement Team, the Environment Agency and the Police would be dealing although there was no time scale for any action.

## 7. Planning Issues

### a) Decisions to note.

Council noted the following application had been 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.

Council noted that no decisions had been made on the following applications.

- **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).
- **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.
- **APP/F2605/W/22/3290105** - Town and Country Planning Act 1990, Appeal under Section 78 - Site Address: - Land adjacent to West End, Raynham Road - three self-build detached dwellings (*Application reference: 3PL/2021/0981/O*).
- **3PL/2022/0899/F** – Garden Plot to Chapel Cottage, off Tower Close - proposed Detached Bungalow & Garage on Garden Plot.

### b) Applications to consider.

There were no applications to consider.

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

There was no update regarding recent enforcement issues.

## 8. 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.
- New Road – flooding – solutions being investigated by Highways.
- Faded Street Signs – Rectory Road/School Road – reported again to Breckland and now replaced.
- Footpath 3 – Bridge – reported to Highways with works programmed and now completed.
- Hedge obstructing highway visibility on Mill Lane – resident requested to cut hedge back.
- Pothole on Brisley Road – reported to Highways and repaired.
- Broken repeater sign post on junction of New Road/Colkirk Road – reported to Highways and resolved.

- To investigate the possibility of double yellow lines on London Street – Cllr Kiddle-Morris investigating and Council now advised to send a letter to Highways if they wished to proceed with this option but, as there was no likelihood of it being policed, agreed to remove this from the agenda.

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

The Chairman reported that data from the sign on the Colkirk Road had been analysed and, although there was a higher volume of traffic than expected, 85% was not speeding, with the vast majority doing under 40mph which was to be expected at that location, as it comes into the 30mph limit. The sign will be moved to Raynham Road next.

**c) To receive an update regarding the setting up a Community Speedwatch Team.**

Cllr McGregor had reported that there was just one volunteer and one other person who may be able to help sometimes and, as a minimum of six is required, it was agreed not to proceed.

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

In respect of inspection report issues, Cllr Daniels will be making repairs to the fence and the basket swing repairs are pending. The step on the climbing frame has been repaired.

Three quotes had been obtained for surfacing the overspill car park, the lowest being £12,000. Council agreed this was too expensive and agreed to consider laying some hardcore themselves in Spring, this will be considered at the March meeting.

**10. To receive an update regarding planting a Jubilee tree in the churchyard and plaque.**

The tree will be purchased as it was now a suitable time to plant new trees. The plaque is ready.

**11. To receive a report from the Tree Warden and consider any recommendations.**

The Tree Warden reported on the recent works which had been carried out and that the contractor had advised that the dead ash tree on the Church path should be removed, although there was no urgency.

Council agreed that the Jubilee Tree would serve as a replacement for the recently felled Beech Tree.

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

Cllr Ireson volunteered to replace the personnel gate post. He also reported that many of the plots appeared to be in an untidy state and it was agreed to consider if any action was required at the March meeting.

Cllr Ireson has repaired the dog bin on the Colkirk/New Road junction.

### 13. Correspondence

Council considered the following and no action was required: Norfolk Minerals & Waste Local Plan – Pre-Submission.

A suggestion had been received that Council has a facebook profile and Cllr Edge proposed a group should be set up with all posts requiring the approval of at least two Councillors and the Clerk. Posts must be strictly factual, with no comments permitted, but this will allow the Council to respond to incorrect posts on the village facebook page. This was seconded by Cllr Dye and unanimously agreed by Council.

A NALC trial for a gov.uk email address for parish councils was taking place but Council agreed to wait until the trial was completed before considering this.

At this point, Cllr Holloway left the meeting.

### 14. Finance & Governance Matters

**a) To receive a financial report for the year ending 31st March 2023.**

The financial report (attached) was noted.

**b) To receive a report regarding the grass cutting contract for 2024.**

Cllr Edge proposed acceptance of the proposed 3% lift for next year, this was seconded by Cllr Daniels and unanimously agreed by Council. Council agreed that the current contractors did an excellent job in the village.

The contractors will be asked to cut back the hedge on the North Lane to the fence height at their next cut in March.

**c) To consider the draft budget and set the precept for the year ending 31<sup>st</sup> March 2024.**

Council considered the draft budget and Cllr Dye proposed that the precept remain at £12,000 for the year ending 31<sup>st</sup> March 2024, this was seconded by Cllr Edge and unanimously agreed by Council.

**d) To approve the following payments.**

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

• Clerk (Salary/Allowance) - Oct	£197.90 (SO)
• Clerk (Salary/Allowance) – Nov	£197.90 (SO)
• Clerk – Pay Award Arrears (Apr to Dec)	£118.02
• HMRC	£29.40
• Grass Contractor – September	£726.78
• SLCC Membership (refund to Brisley PC)	£26.15
• Poppy Wreath	£25.00
• Battery for SAM II Sign	£217.69
• Cable for Laptop	£12.99
• Grass Contractor – October	£363.39

- Clerk – Pay Arrears £118.02
- HMRC £29.40
- Tree Contractor £525.00

**15. To receive any new items for the next agenda.**

There were no new items raised for the next agenda.

**16. To note the next meeting of the Parish Council will be held on Monday 9<sup>th</sup> January 2022 in the Village Hall at 7.30pm.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 9.20pm.

Signed:

Date:

<b>WHISSONSETT PARISH COUNCIL</b>					
<b>YEAR ENDING 31ST MARCH 2023</b>					
<b>FINANCIAL REPORT - NOVEMBER 2022</b>					
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>	<b>Bank Reconciliation</b>	
	<b>2022/23</b>	<b>date</b>	<b>Spend</b>	<b>Community Account at 01.04.2022</b>	<b>8,623.77</b>
<b>PAYMENTS*</b>				Plus Receipts at 31.10.2022	13,314.77
Admin**	1,979	1,513	76%	Less Payments at 31.10.2022	6,348.01
Salary	2,345	1,651	70%	<b>TOTAL</b>	<b>15,590.53</b>
Grass Cutting	5,042	3,271	65%	<b>Bank Balance at 31.10.2022</b>	15,590.53
Play Area	500	120	24%	Less any outstanding payments	-
Open Spaces (inc maintenance)	2,000	440	22%	Plus any outstanding receipts	-
Donations	100	50	50%	<b>TOTAL</b>	<b>15,590.53</b>
<b>TOTAL</b>	<b>11,966</b>	<b>7,044</b>	<b>59%</b>	including £100 Allotment deposit	
<b>RECEIPTS</b>			<b>Received</b>		
Precept	12,000	12,000	100%		
Allotments	170	50	29%		
Grants	-	-			
HMRC Refund	-	20			
<b>TOTAL</b>	<b>12,170</b>	<b>12,070</b>	<b>99%</b>		
<b>SURPLUS/DEFICIT</b>	<b>204</b>	<b>5,026</b>			
<i>*includes payments as listed on agenda.</i>					
<i>**budget adjusted to include SAM II repairs of £809.</i>					

**Norfolk County Council**  
**Member for Necton and Launditch**  
**Report: November 2022**

**Norfolk Minerals and Waste Local Plan:** The pre-submission consultation on the updated Minerals and Waste Local Plan is still open for representations on site allocations and policies.

Full details of the allocated sites and policies are contained within the publication document. The publication document, background documents and a downloadable and printable representation form are available on Norfolk County Council's website at: [www.norfolk.gov.uk/nmwdf](http://www.norfolk.gov.uk/nmwdf) on the "Norfolk Minerals and Waste Local Plan Review" page.

Where possible the County Council would prefer representations to be made directly to <https://norfolk.oc2.uk/> however, responses by post and email will also be accepted. Any representations that you make will be published on Norfolk County Council's website.

**All representations, using whatever method, must be made by 5pm on 19 December 2022. The period has been extended from the previous deadline of 11 November.**

**Avian Flu:** The outbreak of Avian Flu is now very serious with Norfolk at the epicentre of the crisis with 80 confirmed new cases since the beginning of October. Locally there are some outbreaks centred around Whissonsett, Beeston/Longham and Stanfield/Brisley. Around each site there is a 3km Protection Zone and a 10km Surveillance Zone. I have the text (already sent to PC clerks in the affected areas) of the restrictions applicable to the zones which I can send to any interested parties if required. The Avian Flu outbreak is not restricted to domestic birds, the native wild bird population is being badly affected. Dog walkers have been asked to keep their dogs from approaching dead birds and to keep their dogs on a lead when walking on the north Norfolk beaches to prevent the spread of the disease.

**Dereham Library:** A reminder that Dereham library will close for one week from Monday 28<sup>th</sup> November reopening on Monday 5<sup>th</sup> December. This is to allow building work to expand the library space and to create offices on the first floor.

**Parish Partnership:** Another reminder, applications to the Parish Partnership Scheme will be accepted until 9<sup>th</sup> December. There is over £600k of money set aside to fund 50% of small highway improvements requested by parishes. Parishes were sent details of the scheme, listing the kind of projects that can be considered, last June. Help with the submission process can be obtained by emailing [ppschemes@norfolk.gov.uk](mailto:ppschemes@norfolk.gov.uk) or by telephone on 01603 228905. Any successful bids will be implemented in financial year 23/24.

**General:**

As more information of interest becomes available during the month I will pass this on either for inclusion in your net meeting or for immediate transmission to councillors as required.

Mark Kiddle-Morris.

31st October, 2022.