

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of Whissonsett Parish Council held at 7.30pm on Monday 12th July 2021 in the Village Hall.

Present: Cllr Sally Dye (Chair)
Cllr Bruce Andrews (Vice Chair)
Cllr James Daniels
Cllr Caroline Edge
Cllr Catherine McGee
Cllr Tristan Ireson

District Cllr Trevor Carter
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were accepted from Cllr Charles Holloway and County Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

Cllr Daniels declared an interest in item 6b - 3PL/2021/0981/O and will leave the meeting when discussed.

3. To approve the minutes of the meeting held on 3rd May 2021.

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

4. Open Forum for Public Participation.

There were no members of the public present.

5. County & District Councillors Reports.

D/Cllr Carter updated Council on two planning encroachment issues – the one at Back Lane, Stanfield, and a small caravan site at Horningtoft. No decisions/action had been made but D/Cllr Carter will continue to monitor both. He will also ensure the development on the High Street conforms to the plans in respect of floor levels, unfortunately, there is nothing can be done about the contractors vehicles parking on the road as this is a highway matter.

D/Cllr Carter reported that Breckland are getting tough on fly-tippers, now involving the police and successfully prosecuting offenders.

The Daisy Programme is a new initiative targeting domestic violence locally, further information will follow in due course once the scheme is up and running.

A pilot scheme to collect food waste for composting will be commencing in some areas in Breckland and, if successful, will be rolled out across the District.

Once again, the police are warning people to be careful with scams, a local person was conned out of over £4,000 recently.

It was hoped that property developers will no longer have an automatic right to connect to the local water supply/sewage system in the future and applications will need to go through the planning process to ensure the infrastructure can cope. It was hoped this would prevent some flooding in the future.

The Chairman thanked the D/Cllr for his input and the D/Cllr then left the meeting.

6. Planning Issues

a) Decisions to note.

Council noted that a decision is yet to be made about the following application:

- 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).

Council noted the following two applications had received approval from Breckland:

- 3PL/2021/0492/VAR – Lower Farm, New Road - Variation of Condition No 2 on 3PL/2017/1041/F - Changes to position and design of the proposals.
- 3PL/2021/0526/LB – Church Farm, School Road - reduction in height and general renovation of dilapidated northern section of perimeter wall.

b) Applications to consider.

- 3PL/2021/0981/O – land adjacent to West End, Rayner Lane – three self-build detached dwellings.

At this point in the meeting Cllr Daniels left the room whilst Council considered the application. Cllr Dye proposed that comments be made in respect of

- the lack of need in the village for additional, large four-bedroom dwellings as the need was for smaller dwellings within the means of young families,
- concerns re the highway access,
- boundary trees,
- and an inaccurate statement on the supporting document which states ‘ It can be demonstrated that there is appropriate support by the parish council’ – no such support exists.

This was seconded by Cllr Edge and agreed by Council.

Cllr Daniels then re-joined the meeting.

7. Highways matters.

a) To receive an update re matters previously reported.

In the absence of C/Cllr Kiddle-Morris, there was no update in respect of the following issues:

- Mill Lane – resurfacing works lifting.
- Mill Lane – Open Reach vehicles parking on road and the outstanding request for the highway verge to be reinstated.
- London Street – flooding.

The following matters have been reported to Highways and dealt with:

- New Road – flooding – the gullies have been cleared.

The following matters will be reported to Highways or Breckland:

- Overgrown verges on junctions with reduced visibility.
- Faded street name signs.
- Wash Lane/South End – blocked drains.
- High Street/Dereham Road – roadside degradation.

Cllr McGee thanked Cllr Daniels for cutting footpath No 1 which had become very overgrown and Cllr Daniels reported that he will do it again as it was once again becoming impassable. However, it is difficult to walk where the hedge is overgrown and will be reported to Highways although it was noted they were unlikely to cut the hedge back until later in the year.

b) To receive a report regarding the SAM II sign.

Cllr McGee reported that, with Council approval, she wants to include the pole on the High Street (where the slippery road sign is located) and to point the camera in both directions at that site and also at the location on the road leading out to Pear Tree corner. Highways has approved these changes and Council agreed that they can be added to the existing schedule. Cllr McGee had looked at a possible location on London Street but the pole was not tall enough so this has been ruled out.

c) To consider making an application for the Church Lanes to be added to the definitive map of public rights of way.

Council were advised to make the application so these pathways could not be lost at any time in the future. Cllr Edge volunteered to take this forward and obtain the user evidence required.

d) To consider any applications under the NCC Parish Partnership Scheme.

Council had no affordable schemes in mind but noted the scheme was open until December.

e) To consider any other Highway matters.

A household will be contacted regarding their overgrown hedge which was blocking a footpath and requested to cut it back.

8. The Play Area.

a) To consider any unresolved matters arising from the 2020 Play Area Inspection Report.

Cllr Edge reported that, with the exception of the missing screws which would be fitted once received, everything on the report had now been addressed.

b) To consider mole removal from the playing field.

Cllr Dye proposed approval of a quote of £150 for the removal of moles from the playing field, this was seconded by Cllr Andrews and agreed by Council.

c) To consider any other Play Area issues.

Cllr Edge reported that some slats were missing from the fence and gate and Cllr Daniels volunteered to inspect and make good if possible.

9. To review the grass cutting works, including the conservation area and the cutting of graves in the churchyard.

Council were happy with the new contractors who were responsive to queries, professional and reliable. It was noted that, although the grass was being mulched, it did lay in heaps in places but this was unavoidable due to the high growth rate this year.

Council agreed that the conservation area in the playing field should have pathways cut during the year with everything being strimmed down at the end of the year.

Council agreed that all the graves should be cut every time rather than asking the contractors to use their discretion.

10. To consider the installation of a communal compost bin at the Allotment site.

Cllr Ireson had spoken to all the allotment holders and they were all in favour of a communal compost bin which Cllr Ireson has volunteered to take responsibility for the building of and upkeep. That being the case, Council agreed it can go ahead.

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

Council agreed that the footpath map could be relocated to the bus shelter where it will be protected by a Perspex sheet which will not cloud over if it is out of the sun, ensuring the map is easy to read.

Cllrs Daniels and Andrews volunteered to address the missing downpipe on the bus shelter.

Cllrs Dye and Edge are making repairs to the Notice Board which is in a poor condition.

It was noted the Church noticeboard is not the responsibility of the parish council.

12. To consider any parish council commemoration to mark the Queens Platinum Jubilee in 2022.

Cllr McGee volunteered to contact the local groups and gauge interest in a joint 'Big Lunch' event on the 5th June 2022.

13. Correspondence

Housing Association Exchange – a request had been received for a letter of support in respect of a house swap involving a Broadland house in Whissonsett. Cllr Edge proposed that Council send a letter of support as it would benefit a current Whissonsett resident, this was seconded by Cllr McGee and agreed by Council.

14. Finance & Governance Matters

a) To receive a financial statement for the year ending 31st March 2022.

The financial report (attached) was noted.

b) To receive an update regarding the Council insurance policy.

Council noted the renewal of the Council insurance policy which is the final year of a three year deal.

c) To approve the following payments.

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

| | |
|--|-----------|
| • Clerk (Salary/Allowance – June/July & HMRC Refund) | £290.55 |
| • Council Insurance Renewal (Year 3 of 3) | £409.73 |
| • Grass Contractor (April) | £699.29 |
| • Grass Contractor (May) | £699.29 |
| • Grass Contractor (June) | £699.29 |
| • Contractor – Play Area Fence | £360.00 |
| • Beech Tree Contractor | £6,810.00 |
| • Contractor – Goal Posts Painting | £200.00 |
| • Cllr Dye – replacement lock for Playing Field gate | £14.99 |

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

There were no new items received for the next agenda.

16. To note the next meeting of the Parish Council will be held at 7.30pm on Monday 13th September 2021 in the Village Hall.

Council noted the date of the next meeting and the meeting closed at 9.05pm.

Signed:

Date:

| WHISSONSETT PARISH COUNCIL | | | | | | | |
|---|-------------------|-------------------|-----------------|--|--|--|--|
| YEAR ENDING 31ST MARCH 2022 | | | | | | | |
| FINANCIAL REPORT - July 2021 | | | | | | | |
| BUDGET UPDATE | Budget | To | % | | | | |
| | 2021/22 | date | Spend | | | | |
| PAYMENTS | | | | | | | |
| Admin | 1,145.00 | 736.26 | 64% | | | | |
| Salary | 1,600.00 | 529.30 | 33% | | | | |
| Grass Cutting | 5,200.00 | 2097.87 | 40% | | | | |
| Play Area | 250.00 | 360.00 | 144% | | | | |
| Open Spaces/Maintenance* | 7,675.00 | 5680.95 | | | | | |
| Donations | 100.00 | 0.00 | | | | | |
| TOTAL | 15,970.00 | 9,404.38 | 59% | | | | |
| RECEIPTS | | | Received | | | | |
| Precept | 13,000.00 | 6,500.00 | 50% | | | | |
| Allotments | 170.00 | - | 0% | | | | |
| Open Spaces | - | - | | | | | |
| Grants | - | 1,000.00 | | | | | |
| Misc - HMRC Refund | - | 42.80 | | | | | |
| TOTAL | 13,170.00 | 7,542.80 | 57% | | | | |
| SURPLUS/DEFICIT | (2,800.00) | (1,861.58) | | | | | |
| *Updated to include Beech Tree Reserve of £5,675.00 | | | | | | | |

| Bank Reconciliation | |
|--|------------------|
| Community Account at 01.04.2021 | 11,659.33 |
| Plus Receipts at 30.06.2021 | 7,799.68 |
| Less Payments at 30.06.2021 | 9,564.34 |
| TOTAL | 9,894.67 |
| Bank Balance at 30.06.2021 | 9,894.67 |
| Less any outstanding payments | |
| Plus any outstanding receipts | - |
| TOTAL | 9,894.67 |