

WHISSONSETT PARISH COUNCIL

**The next meeting will be held at 7.30pm on
Monday 14th March 2022 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 note the two Council vacancies and to consider the co-option of new Council members.
4. To approve the minutes of the meeting held on 10th January 2022.
5. Open Forum for Public Participation.
6. County & District Councillors Reports.
7. 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/2021/1457/VAR – Land adj The Cottage, New Road - variation of Condition No 2 on 3PL/2020/0004/D - Minor design changes to dwelling – APPROVED.
 - 3PL/2021/1465/F – Lower Farm, New Road - creation of Wellness retreat facility with the erection of 3no.lodge cabin and studio – UNDECIDED.
 - 3PL/2021/1600/LB – Church Farm, School Road - remove internal chimney breast, strengthen, replace unsympathetic repairs and reface eroded sections of Church Farm Annex North Wall - Church Farm, School Road – APPROVED.
 - 3PL/2022/0064/F – 5 Durrant Close (formerly plot 2) - proposed detached dwelling (Including rooms in the roof) and Garage (Revised design for plot 2).
 - 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.
 - 3PL/2022/0081/F – Lower Farm, New Road - erection of private stable, fencing & gates.
 - b) Applications to consider.
 - 3PL/2022/0123/HOU – The Seasons, Colkirk Road - proposed extension, alterations and new access to existing bungalow
 - Any Planning Applications received following the publication of the agenda - (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - c) To consider proceeding with the Rural Exception & Housing for Local People Schemes.

8. 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.
- Rubbish on Back Lane, Stanfield – reported to District Cllr.
- Dereham Road – poor surface reported to Highways and works programmed.

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

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

10. To consider approval of the grass cutting contract for 2022.

11. To consider any action as advised in respect of the tree inspection report.

12. To consider a replacement for the felled Beech tree.

13. To consider planting a Jubilee tree and purchasing a RBL plaque.

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

15. Correspondence

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

- Great British Spring Clean 2022
- NRF Support to Community Resilience

16. Finance & Governance Matters

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

b) To consider any additional charity donations.

- Norfolk Citizens Advice
- Priscilla Bacon Hospice Appeal

c) To appoint an additional bank signatory, following the resignation of Cllr Andrews.

d) To note the retirement of the appointed internal auditor and to approve an internal auditor for the year ending 31st March 2022.

e) To consider approval of the following Council policy documents:

- Financial Regulations
- Asset Register
- Risk Assessment & Management Policy
- Retention & Disposal Policy
- Equality & Diversity Policy
- Complaints Policy
- Co-option Policy

f) To approve the following payments:

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| • Clerk (Salary/Allowance – Feb/Mar) | £TBC |
| • HMRC – PAYE | £TBC |
| • Clerk – Pay Award Arrears | £TBC |
| • Website Annual Fee (refund to Clerk) | £106.06 |

Paid:

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| • Mole Removal – Playing Field | £130.00 |
| • Tree Inspection | £306.00 |
| • Hedge Cutting Contractor | £ 675.00 |
| • Tree Contractor (Storm Damage) | £250.00 |

2022/23 Financial Year

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| • Norfolk PTS Subscription | £120.00 |
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17. To receive any new items for the next agenda.

18. To note the Annual Meeting of the Parish Council will be held on Monday 9th May 2022 in the Village Hall, following the Annual Parish Meeting commencing at 7.00pm.

Sheryl Irving
Clerk to the Council
whissonsettparishccouncil@gmail.com
Tuesday 8th March 2022