

WHISSONSETT PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 9th September 2024 at 7.30pm in the Village Hall.

Present: Cllr Sally Dye (Chair)
Cllr Susan McGregor
Cllr Caroline Edge
Cllr Sian Griffiths
Cllr James Daniels
Cllr Tristan Ireson

Four Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Holloway were approved. Apologies were also 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 8th July 2024.

Cllr Ireson 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).

A member of the public raised a safety issue of raised roots in the Church Lane adjacent to the Village Hall. Cllr Edge inspected the issue and was able to pull the roots out and make the path safe.

Council agreed the hedges in the Lanes needed cutting asap and the Bowls Club will also be asked to cut their hedge.

A member of the public raised the matter of plastic tree guards remaining on trees planted some time ago in the conservation area at the far end of the playing field. Cllr Edge will inspect and remove if possible.

A member of the public asked if the Council had refused permission to allow walkers through the access from St Mary's to Church Lanes. The Chairman confirmed this was not parish council land and the Parish Council has not prevented walkers from using the path. The Chairman will speak to Broadland Housing to clarify the position.

A member of the public had asked Cllr McGregor to raise the issue of the culvert behind Orchard Close which was full of debris and liable to flood. The member of the public will be advised to contact Norfolk County Council Flood Management Team and County Cllr Mark Kiddle-Morris, who will be able to advise.

5. County & District Councillors Reports.

The District Cllr had submitted a written report and the Chairman highlighted the introduction of car parking fees in the Breckland market towns, with a public consultation going ahead in November.

Council also agreed to arrange a surgery in the Village Hall with the District Cllr and the Chairman of the Parish Council.

6. Planning Issues

a) Decisions to note (information only).

Council noted that no decision had been made on the following application:

- 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.

Council noted that the following two applications have been approved:

- 3PL/2024/0575/HOU – Wallis House, Dereham Road - proposed Side & Rear Extension - Garage extension & Conversion, Flint Facing to Front of Building & Garage.
- 3PL/2024/0625/HOU – Hamrow Cottage, Colkirk Road - proposed new two storey rear extension and internal alterations following demolition of rear kitchen porch and bathroom.

b) Applications to consider.

There were no new applications to consider.

c) To receive an update regarding enforcement issues.

Council noted that the District Cllr had raised the Stanfield issue at a Breckland Council meeting and been informed that it was a complex issue and will take time to resolve, however, Council was grateful to the D/Cllr for pursuing this matter.

d) To consider the Breckland Local Plan consultation and any action required.

Council noted that Local Plan will need further review as the new Government has increased the number of dwellings required to be built annually in Breckland.

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 – Highways have requested photos before any action can be taken.
- 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 – pothole – reported to Highways and now repaired.
- 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.
- Dereham Road – to request Highways remove slippery road sign but to leave post in situ for SAM II sign – HW want to keep this sign in place so it will not be removed.
- Mill Road – to request Highways remove slippery road sign & post – HW want to keep the sign in place so it will not be removed.
- Colkirk Road – 30mph repeater sign will be replaced.
- Grit Bin nr 1 East View Crescent overgrown – reported to Highways but local residents have kindly cleared the area.
- The repeater sign to the south of the Village Hall on London Street is obscured and will be reported to Highways.

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

The Chairman reported that the SAM II sign is now on the High Street, facing west.

c) To consider any application to the Parish Partnership Scheme.

Council noted the scheme, which was open until December, for any highway improvements suitable for 50/50 funding.

8. Playing Field Matters - to receive a report from the Playing Field Warden including fencing quotes and an update on the basketball hoop repair.

Cllr Edge reported that she continued to await fencing quotes. The zip wire rubber is coming loose and the installers will be asked to repair it.

Council noted the quotes to replace the basket ball hoop, with the cheapest being over £6,000. Cllr Daniels volunteered to see what could be done with the old post.

9. To receive a report from the Allotment Warden and to consider an 'Awards for All' application for funding to improve the allotment site.

Council agreed the following action:

- The area needs to be maintained to attract and keep plot holders.
- One plot holder will be moved to plot 2.
- Access roads and hedges (not adjoining plots) will be maintained by the Council.
- The Rectory Lane hedge will need to be maintained by plot holders.
- Any plots not in use will be topped and kept clear.
- The remaining rubbish will be removed from the site.
- The lower branches will be removed from the large allotment site tree.

10. 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.

Cllr Ireson reported that he, together with a helpful volunteer, will be carrying out the works required.

Cllr McGregor reported that there were too many nettles and brambles in Church Lanes and Cllr Ireson will remove those, leaving some patches for wildlife. Some adjoining residents will be contacted and asked to trim their overhanging hedges. Council accepted that the Lanes will not be as neatly tidied as in previous years as wildlife now needed to be considered.

Council also noted that some wood planks etc had been dumped in the Lanes and should be removed.

11. To receive a report from the Church Close working party and consider any necessary works.

Cllr Griffiths reported that the working party will be meeting soon and report back to the next meeting.

Council agreed that the grass needs to be cut asap and the grass contractors will be asked to do so.

12. Correspondence

The Introduction of Car Parking Charges within Breckland – this was discussed at item 5 above.

13. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To appoint an internal auditor for the year ending 31st March 2025.

Cllr Dye proposed the appointment of Mrs Dann as Internal Auditor at a fee of £40, this was seconded by Cllr Griffiths and unanimously agreed by Council.

c) To approve the following payments and note any receipts.

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

PAYMENTS

P18	Clerk (Salary/Allowance) – August	£239.76(SO)
P19	Annual Tree Works	£500.00
P20	Grass Contractors – July	£807.93
P21	Clerk (Salary/Allowance) – September	£239.76 (SO)
P22	Grass Contractors – August	£807.93

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

There were no new items for the next agenda.

15. To note the next meeting of the Parish Council will be held on Monday 11th November 2024, at 7.30pm in the Village Hall.

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

Signed:

Date:

WHISSONSETT PARISH COUNCIL YEAR ENDING 31ST MARCH 2025 FINANCIAL REPORT - SEPTEMBER 2024			
BUDGET UPDATE	Budget 2024/25	To date	% Spend
PAYMENTS*			
Admin	1,416	722	51%
Salary	2,915	1,637	56%
Grass Cutting**	5,661	3,232	57%
Play Area	505	70	14%
Open Spaces (inc maintenance)	2,002	946	47%
Donations	100	250	250%
TOTAL	12,599	6,857	54%
RECEIPTS			Received
Precept	12,000	6,000	50%
Allotments	-	-	0%
Grants	-	294	
HMRC Refund	-	30	
TOTAL	12,000	6,324	53%
SURPLUS/DEFICIT	(599)	(533)	
<i>*includes payments as listed on agenda.</i>			
Bank Reconciliation			
Community Account at 01.04.2024		12,621.97	
Plus Receipts at 31.07.2024		10,177.47	
Less Payments at 31.07.2024		15,478.67	
TOTAL		7,320.77	
Bank Balance at 31.07.2024		7,441.56	
Less any outstanding payments		150.59	
Plus any outstanding receipts		29.80	
TOTAL		7,320.77	
Church Close Land Purchase		609.62	
Church Close Orchard Grant		294.00	
Allotment deposit		100.00	
Open Spaces		2,000.00	
GENERAL RESERVE		£4,317.15	
CHURCH CLOSE PURCHASE*			
Budget (Reserve & Loan)		10,000.00	
Spend 2023/24		300.00	
Spend to date 2024/25		<u>9,090.38</u>	
Balance*		609.62	
*2024/25 loan repayments due = £432.46			