

## WHISSONSETT PARISH COUNCIL

### THE NEXT MEETING OF WHISSONSETT PARISH COUNCIL WILL BE HELD ON MONDAY 8<sup>TH</sup> MARCH 2021 AT 7.30 P.M.

*Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.*

Accordingly, this meeting will be held virtually via Zoom and members of the public or press are welcome to attend. The zoom link is set out below:

#### Join Zoom Meeting:

<https://us02web.zoom.us/j/89946967799?pwd=L3V3WW1YQlh1bVoxQzRDYW1VM0lsQT09>

Meeting ID: 899 4696 7799 - Passcode: 737200

**The public and press will be able to address the Council during the Public Participation session. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.**

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#### AGENDA

1. Welcome and apologies for absence.
2. To consider the co-option of a new Councillor.
3. To receive any declarations of interest.
4. To approve the minutes of the meeting held on 12<sup>th</sup> January 2021.
5. Open Forum for Public Participation.
6. County & District Councillors Reports.
7. Planning Issues
  - a) Decisions to note.
    - 3PL/2021/0087/D – Old Gravel Pit, Mill Road - Reserved matter application for one residential dwelling.
    - 3PL/2021/0111/F – Church Farm Barn, New Road - Subdivision of Existing Barn (granted permission under reference 3PL/1998/0364/F) into 2 Residential Units and retention of Art Workshop.
    - 3PL/2021/0112/Listed Building Consent – Church Farm Barn, New Road - Subdivision of Existing Barn (granted permission under reference 3PL/1998/0364/F) into 2 Residential Units and retention of Art Workshop.
    - 3OB/2021/0004/OB – Field between New Road and London Road - discharge of obligation from Section 106 on 2019/1416 - re plots available for self build.
  - b) Applications to consider.
    - Any Planning Applications received following the publication of the agenda - (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)

- c) To receive an update re the appeal to the Secretary of State in respect of the following application:  
3PL/2020/0107/F - 1 & 2 Sunnyside London Street Whissonsett, Two new 3-bedroom dwellings –  
DISMISSED.
8. To consider any Highways matters.
- a) To receive an update re matters previously reported.
- Mill Lane – Highways Land – C/Cllr Kiddle-Morris is taking this matter forward.
  - Mill Lane – resurfacing works lifting – C/Cllr Kiddle-Morris is taking this matter forward.
  - London Street – flooding – C/Cllr Kiddle-Morris is taking this matter forward.
- b) To receive a report regarding the SAM II sign.
- c) To consider any other issues.
9. To consider issues relating to the Play Area.
- a) To consider matters arising from the 2020 Play Area Inspection Report.
- b) To consider any other issues.
10. To receive an update regarding the maintenance of parish council trees.
- a) To receive an update regarding ongoing tree works including the Beech Tree, now positively identified as having *Kretzschmaria deusta*.
- b) To consider the need to remove wood from below the Oak Tree, near to the Church.
- c) To consider any other issues.
11. To consider any maintenance and other issues relating to village areas including:
- Wire fence near to Church Close.
12. To consider the installation of a new dog bin at North View Drive.
13. To receive an update regarding the Village Hall & Committee.
14. Correspondence  
(any correspondence received after the agenda has been published will be circulated at the meeting)
- Application to amend the Definitive Map – London Road to Fakenham Road, Colkirk
  - Email from NALC re Extension of Regulations to hold Virtual Meetings & Date of 2021 Annual Meetings.
15. Finance & Governance Matters
- a) To receive a financial statement for the year ending 31<sup>st</sup> March 2021.
- b) To consider any financial year-end charitable donations.
- c) To review and consider approval of the following policy documents:
- Financial Regulations
  - Standing Orders
  - Risk Assessment & Management Policy
  - Asset Register
  - Training & Development Policy
  - Publication Scheme
  - Planning Policy
  - Grant Awarding Policy
  - Lone Worker Policy
  - Information & Data Protection Policy

d) To approve the following payments:

- Clerk (Salary/Allowance – Feb/March & Expenses) £TBC
- Grass Contractor (mole removal) £100.00
- ICO (Data Protection) £35.00 (direct debit)
- Forest Research (Lab test on Beech Tree) £48.00 (paid on 8.2.21)
- Tree Contractor (Oak – removal of damaged branches) £150.00
- Website Renewal (reimburse Clerk) £98.86

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

17. To note the Annual meeting of the Parish Council will be held at 7.30pm on Monday 10<sup>th</sup> May 2021, following the Annual Parish meeting commencing at 7.00pm.

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Sheryl Irving  
Clerk to the Council  
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Tuesday 2<sup>nd</sup> March 2021