

01/03/2018

**MINUTES OF WHISSONSETT PARISH COUNCIL MEETING HELD ON 29<sup>th</sup>  
MARCH 2018 IN THE VILLAGE HALL, LONDON STREET at 7.30 p.m.**

**Attending:** Cllr S Dye (Chairman), Cllr B Andrews (Vice-Chairman), Cllrs G Buckley, J Daniels, and C Edge. NCC Cllr M Kiddle-Morris (to item 7)

BC Cllr T Carter (to item 5.1), Di Dann Acting Minute Clerk/RFO

6 public

**1. Welcome and apologies**

The Chairman welcomed everyone to the meeting

Apologies had been received from Cllr Newton (away), which was accepted.

**2. Interests and consider dispensations**

Cllr Dye declared an interest in Item 7 owing to a family connection with the applicant. She was given a dispensation to speak.

Cllr Edge declared an interest in Item 7 as the applicant. She was given a dispensation to speak.

**3. Minutes from meeting held on 14<sup>th</sup> February 2018**

On a **PROPOSAL** by Cllr Andrews the minutes were **AGREED** subject to the deletion of Cllr Newton's name as attending.

**4. Matters for information only, not on the agenda**

4.1 Highways. Concern at the standard of repair with potholes.

***Public Participation***

*Applicant Ref 2018/0126F Aim to keep central point for storage on the home farm.*

*Stangroom Bros would be holding a Farm Open Day on 10<sup>th</sup> June*

*Development site was determined by underground infrastructure.*

*Parishioner from London Street. Request for reflectors. Clerk to investigate.*

*Request for 20mph speed limit.*

## **5. Receive Reports**

5.1 BC Cllr T Carter. BC has arranged Easter activities for Children. There was a fund for WWI celebration events – details are on the BC website. A planning application for Back Lane was likely.

Cllr Dye asked about Capita and their planning role. Cllr Carter considered that there was no concern about this.

5.2 NCC Cllr M Kiddle-Morris. NCC had raised its council tax by 5.9% of which 3% was for Adult Social Services. This was not the best of time of year to repair potholes and NCC Highways would return to make good the temporary repairs. Requests for 20 mph speed restrictions were only supported in areas outside of schools. Highway Rangers were still being used by NCC.

5.3 WW1 celebration event. The PCC were planning a display in the Church. Details of the grant opportunity provided by BC would be forwarded.

5.4 Play Area – Cllr Daniels advised that the weather had been adverse and vehicles had churned up the grass. The area near to the playing field was used as a car park. It would need to be levelled and hard core laid.

## **6. Correspondence**

6.1 Councillors noted the correspondence list.

6.2 Items received after the closing date of the agenda.

6.2.1 Letter from parishioner asking for an allotment. The Clerk would reply.

6.2.2 Upper Wensum Diary. News from the Parish Council meeting would be included in the next issue with a request to clear up dog fouling (footpaths and the Green) and details of the Councillor vacancy.

## **7. Planning**

7.1 Planning Applications to be considered

7.1.1 3PL/2018/0200/VAR Removal of Condition No 4 part b

APP/F2605/W/16/3155235 and 3PL/2015/0834/F

The Old Bell, High Street. There were objections.

7.1.2 3PL/2018/0283/D Reserved Matter One dwelling and garage  
(outlined permission Ref 2016/0891/0 Agricultural Land, Hall Farm,

No objection. However, there was concern about the entrance being opposite an existing driveway and the removal of a mature tree. This would be detailed in the response to BC.

#### 7.1.3 3PL/0303/O Erection of a dwelling

Land south side of the Cottage, New Road

There were no objections, subject to improved drainage.

#### 7.1.4 3PL/2018/0235/F Proposed residential development consisting of 2 No one and half storey dwelling with associated garages, parking and amenity space (re-application)

Site to the rear of Queensforth, London Street.

The Parish Council supports the application.

#### 7.1.5 3PL/2018/0333/F Erection of dwelling with associated garage incorporating an annexe, parking and garden

Land off Dereham Road

The Parish Council has no objections

### 7.2 Parish Council responses to applications (already submitted)

#### 7.2.1 Ref 3PL/2018/0126/F Stangroom Bros - Parish Council raised objections:

- a) Location unsuitable as the development is close to residential properties.
- b) The scale of the proposed building would have an extreme visual impact, especially for nearby residents.
- c) The potential for noise, from both the drying equipment and vehicles, to cause nuisance to local residents and the wider village is of great concern.
- d) The ability to dry crops other than grain can cause unbearable smells during seasonal periods, again extending as far as the main village.
- e) The primary objection is to addition vehicle movements of which we believe there would be a minimum of 200 extra lorry movements per annum, using local, rural roads, some through the village itself, plus possibly 400 tractor/trailer movements. Roads are already in a poor state and heavy goods/agricultural vehicles would exacerbate deterioration on roads only inspected 2-3 times a year. Roads are all single vehicle width and inadequate.

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If Breckland is mindful to approve this application the Parish Council would suggest strict conditions on hours of operation.

It was **AGREED** to retract item d) above, following information from the applicant.

7.2.2 Ref 3PF/2018/0128/O Single Storey Dwelling at 3 Mill Lane

The Parish Council supports this application

### 7.3 District Council decisions

7.3.1 Ref 3PL/2018/0127/HOU New Vehicular Entrance at Talbot

House – Approved

## 8. Finance and governance matters

8.1 Agree appointment of Internal Auditor for 2017/18. It was **AGREED** to appoint Mr Bergin as the Internal Auditor for 2017/18. He was a retired Parish Clerk. The fee was £30.

8.2 Financial transactions for the period from 15<sup>th</sup> February - 29<sup>th</sup> March. The Clerk advised:

Receipts: HMRC VAT (January to Feb 2018) £260.84

Payments: 28<sup>th</sup> March Cheque No 32 NPTS (Clerk and expenses) Feb-March £246.03; No 33 Grass Contractor £2000.00; No 34 £282.00 CHT Battery for defibrillator; No 35 £15.72 Chairman Refund re Web Domain £13.10

Bank Balance: Cash Book had been reconciled to Bank at 28<sup>th</sup> February. There was £24,887.95 in the Community Account.

8.3 Governance documents. On a **PROPOSAL** by Cllr Edge it was **AGREED** to adopt the following as presented by the Clerk: Standing Orders, Complaints Policy, Risk Management, Code of Conduct, Data Protection; Equality Policy; Action Plan 2018/19; Grant Awarding Policy; Financial Regulations. It was **AGREED** to adopt the Planning Policy subject to all members being on the Planning Advisory Group.

8.4 Privacy Statements required by GDPR. The Clerk explained that Councillor names and contact details would be on the noticeboard and website. The full Privacy Statement would be available on the Council's website.

8.5 Contracts for tree works in the Churchyard. It was noted that only one quotation had been received and the Clerk would strive to obtain a further quotation.

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8.4 Consider advice received concerning the website. A WIX website was considered. However, there was concern at the loss of material currently on the present site. The Chairman would investigate this with Amia.

**9. Co-option of councillor vacancy**

The vacancy would be promoted through the newsletter.

**10. Archiving of old parish documents**

Clerk would list items which had been passed to the Chairman from the retiring Clerk.

**11. Matters for next agenda**

Churchyard Tree Contract, Website, Play Area On Line Banking, archiving of documents

**12. Date next meeting Thursday 24<sup>th</sup> May**

**13. Exclusion of press and public for a confidential item**

**13. Appointment of Clerk/RFO**

It was **AGREED** to appoint S Irving on the agreed NJC salary rate, from 1<sup>st</sup> May. Acting Clerk to prepare a draft contract of employment

There being no further business the meeting closed at 9.45 p.m.

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Chairman

Date