

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 8th July 2024 at 7.30pm in the Village Hall.

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

District Cllr Robin Hunter-Clarke
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Council noted that D/Cllr Hunter-Clarke would be arriving later and apologies were received from C/Cllr Kiddle-Morris.

2. To receive any declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on 13th May 2024.

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

4. Open Forum for Public Participation (15 minutes maximum).

There were no members of the public present.

5. County & District Councillors Reports.

In the absence of both councillors there were no reports, although a written report had been received from the County Cllr and no issues were highlighted from that report.

6. Planning Issues

a) Decisions to note (information only).

Council noted that no decision had been made on the following application and that the delay was due to the nutrient neutrality issue.

- 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.

b) Applications to consider.

There were no new applications to consider.

c) To receive an update regarding enforcement issues.

Council noted that an update was expected from the D/Cllr when he arrives.

d) To consider the Breckland Local Plan consultation and response.

Council had no comments in respect of the Local Plan consultation.

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 – resident requested to cut hedge back – now with C/Cllr Kiddle-Morris to deal.
- Colkirk FP15 (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 programmed for repair.
- 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.

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

Council noted that the speed sign is currently on the High Street, facing west.

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

Council noted that one quote for fencing had been received and, as it was for over £1,000, Council should try to obtain two more. A quote was also awaited for the basketball post.

9. To consider the Tree Hazard and Risk Assessment report.

Cllr Holloway reported that the inspection had raised no urgent concerns and the works recommended will be carried out in the annual tree works.

10. To consider Allotment matters:

- a) **To receive an update regarding vacated plots and consider alternative uses for the empty allotment plots and/or regular maintenance, and**
- b) **To consider charging a deposit to new plot holders – to cover charges when plots left in a poor condition.**

Council agreed the plots were in a very poor condition and works have commenced to clear the vacant plots, which are full of plastic debris and overgrown. A skip will be hired later in the year to remove the debris.

Cllr Dye proposed a £100 deposit be charged to new plot holders, which would be returned if the plot was left clear and tidy, this was seconded by Cllr Edge and unanimously agreed by Council.

Cllr Edge proposed increasing the annual rent to £25, this was seconded by Cllr McGregor and unanimously agreed by Council.

Grants will be explored for funding for a fence which would protect the plots from rabbits, deer etc.

Cllr Edge proposed approval of the purchase of another gate post, to replace a rotten one, this was seconded by Cllr McGregor and unanimously agreed by Council.

Cllr Edge proposed that Council retain the deposit of a plot holder who had vacated a plot but not cleared it, this was seconded by Cllr Holloway and unanimously agreed by Council.

Council agreed it would be important to keep the site clear in the future to make it more inviting to potential tenants.

At this point in the meeting, the D/Cllr arrived.

The D/Cllr reported that the enforcement issue at Stanfield was no further forward, with the enforcement team awaiting legal advice. A similar situation applied to the site at Oxwick. He will continue to pursue these matters.

He also reported that Breckland was considering the introduction of parking charges in the five market towns, due to budget pressures. If Council agree to pursue this, it will go to public consultation before implementation.

A problem with the brown bin collection was raised in that it left a wet, smelly stain on the roads each time it visited the village; the D/Cllr will investigate.

11. 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.

Council noted that no progress has been made in respect of the above, due in main to the poor weather conditions.

Cllr McGregor also reported that the grit box at East View Crescent was overgrown and this will be reported to highways.

12. To receive an update regarding the purchase of a plot of land at Church Close and an update from the Working Party.

Council noted that the purchase was now complete and the working party will meet to consider the way forward. Cllr Griffiths said she had attended a workshop regarding wildlife orchards and that experts and volunteers will be required to maintain an orchard. Council will wait for the outcome of the working party meeting before any decision is made.

13. Correspondence

There was no correspondence to note.

14. Finance & Governance Matters

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

The financial report (attached) was noted.

b) To consider the Boundary Commission review on District Wards.

Council noted the review and had no comment.

c) To consider a centenarian gift/card for a resident.

Cllr Dye proposed a budget of £30, this was seconded by Cllr Griffiths and unanimously agreed by Council.

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

Cllr Holloway proposed approval of the following payments, this was seconded by Cllr Ireson and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P9	Clerk (Salary/Allowance) – June	£239.76 (SO)
P11	Clear Councils Insurance (Year 3 of 3)	£497.07*
P10	Grass Contractors – May	£807.93*
P12	Mole Removal	£40.00*
P16	Grass Contractors – June	£807.93
P14	Clerk (Salary/Allowance) – July	£239.76 (SO)

P13	Purchase of Church Close Land	£10,590.38*
P15	Drainage for Bus Shelter (Cllr Ireson)	£150.59
P17	Tree Risk Assessment	£354.00
RECEIPTS		
R2	VAT Return (2023/24)	£128.67
R	PWLB Loan	£3,750.00

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 on Monday 9th September 2024, at 7.30pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 9.03pm.

Signed:

Date:

WHISSONSETT PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2025					
FINANCIAL REPORT - JULY 2024					
BUDGET UPDATE	Budget	To	%	Bank Reconciliation	
	2024/25	date	Spend	Community Account at 01.04.2024	12,621.97
PAYMENTS*				Plus Receipts at 31.05.2024	6,128.67
Admin	1,416	692	49%	Less Payments at 31.05.2024	1,721.45
Salary	2,915	918	31%	TOTAL	17,029.19
Grass Cutting**	5,661	2,424	43%	Bank Balance at 31.05.2024	17,029.19
Play Area	505	70	14%	Less any outstanding payments	-
Open Spaces (inc maintenance)	2,002	446	22%	Plus any outstanding receipts	-
Donations	100	250	250%	TOTAL	17,029.19
TOTAL	12,599	4,799	38%	Church Close Land Purchase*	6,250.00
				Allotment deposit	100.00
RECEIPTS			Received	Open Spaces	2,000.00
Precept	12,000	6,000	50%	GENERAL RESERVE	£8,679.19
Allotments	-	-	0%	*Loan yet to be drawn down.	
Grants	-	-			
HMRC Refund	-	-		CHURCH CLOSE PURCHASE*	
TOTAL	12,000	6,000	50%	Budget (Reserve & Loan)	10,000.00
				Spend 2023/24	300.00
SURPLUS/DEFICIT	(599)	1,201		Spend to date 2024/25	9,090.38
<i>*includes payments as listed on agenda.</i>				Balance*	609.62
				*2024/25 loan repayments due = £432.46	