

# WHISSONSETT PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 11<sup>th</sup> November 2024 at 7.30pm in the Village Hall.

Present: Cllr Sally Dye (Chair)  
Cllr Sian Griffiths  
Cllr Susan McGregor  
Cllr Caroline Edge

Sheryl Irving (Clerk)

## **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Holloway, Ireson and Daniels were approved. Apologies were also received from District Cllr Hunter-Clarke and County Cllr Kiddle-Morris.

## **2. To receive any declarations of interest.**

There were none received.

## **3. To approve the minutes of the meeting held on 9<sup>th</sup> September 2024.**

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

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

There were no members of the public present.

## **5. County & District Councillors Reports.**

In their absence, both Councillors had submitted written reports. No issues were highlighted by Council members.

## **6. Planning Issues**

### **a) Decisions to note (information only).**

Council noted that no decision has 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.

### **b) Applications to consider.**

There were no new applications to consider.

**c) To receive an update regarding enforcement issues.**

There was no update in respect of this item.

**d) To receive an update regarding the Breckland Local Plan.**

Council noted that, due to the new requirements for higher housing targets, the Local Plan had been paused, until further notice.

**e) To consider the Norfolk Minerals and Waste Local Plan: Publication of proposed Main Modifications and Additional Modifications – closing date 13<sup>th</sup> December 2024.**

Council noted that there were no proposals affecting Whissonsett.

**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 – 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.
- Colkirk Road – 30mph repeater sign will be replaced.
- The repeater sign to the south of the Village Hall on London Street was obscured and has been dealt with by the homeowner.

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

The sign is currently on the Colkirk Road and is due to be moved to a different location shortly. Other possible, new locations for the sign were considered.

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

Council raised no suggestions for an application.

**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 quotes for the fencing repairs. In respect of the recent annual inspection report, the one item highlighted as an urgent safety issue has been taken out of service, although there was no swing on the crossbeam identified so an accident was extremely unlikely. Due to the complicated nature of the inspection report, other matters will be considered at the January meeting.

In the absence of Cllr Daniels, there was no update in respect of the basketball hoop.

**9. To receive a report from the Allotment Warden and to consider maintenance and improvements to the site.**

Council agreed that equipment on a plot would be moved, although the tenant would be given notice, despite having already been done so and no action taken. Cllr Griffiths proposed that the tenant be evicted from their plot as they had not kept to the terms of the agreement, this was seconded by Cllr McGregor and unanimously agreed by Council. There would be an opportunity for the tenant to take on a new plot once the site improvements were completed.

**10. To receive the six-monthly Tree Warden report and consider matters raised.**

Council noted the report and Cllr Edge proposed approval of the annual tree works, this was seconded by Cllr Dye and unanimously agreed by Council.

**11. To receive a report from the Village Warden (council assets) and updates on the following matters.**

Council noted the following updates:

- The refurbishment of Spring Well – works will now take place next Spring due to likely inclement weather.
- Notice Board on Campingland – no update.
- Drainage works to Bus Shelter – installation of drain grate – works are due to be carried out.
- The refurbishment of the Village Sign – no update.

Council agreed to obtain a quote to cut the hedge behind the Church in the Lanes.

**12. To receive a report from the Church Close Land working party and consider any works.**

Cllr Griffiths reported that the group had met in September and remained enthusiastic. The grass has been mown. It had been agreed that an orchard would require too much commitment, and knowledge from the volunteers, and some small native trees are now being considered.

It is likely that any changes will take place slowly as the site evolves and it was hoped that residents will become involved and use the site. A wood chip path was suggested and this will be researched to see if free wood chips are available.

**13. To receive an update regarding the grass cutting contract for 2025.**

Council noted the contract for 2025 was not yet available.

**14. Correspondence**

Council considered the following correspondence:

- RWE Community Fund Update – Council noted the fund was now open but not, as yet, to Whissonsett.

- To consider joining the CPRE Alliance re mega solar farms – no proposal to join the Alliance was put forward.
- Rural England Prosperity Fund – Briefing Note – no action required.

## 15. Finance & Governance Matters

### a) To receive a financial report for the year ending 31<sup>st</sup> March 2025.

The financial report (attached) was noted.

### b) To consider the draft budget and set the precept for the year ending 31<sup>st</sup> March 2026.

Council considered the draft budget for years ending 2026 and 2027 and, given the likely repairs required for the play area, Cllr Dye proposed an increase to the precept of £500, to £12,500, 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. The receipt was noted.

#### PAYMENTS

P23	SLCC Membership	£26.32
P24	Playing Field Mole Removal	£35.00
P26	Clerk (Salary/Allowance) – October	£239.76 (SO)
P25	Grass Contractors – September	£807.93
P27	Clerk (Salary/Allowance) – November	£239.76 (SO)
P28	Royal British Legion Wreath	£20.00
P29	Play Area Inspection	£180.00
P30	Chair – 100 <sup>th</sup> Birthday Gift for Resident	£25.00

#### RECEIPTS

R4	Breckland – Precept	£6,000.00
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## 16. To receive any new items for the next agenda.

There were no new items received for the next agenda.

## 17. To note the next meeting of the Parish Council will be held on Monday 13<sup>th</sup> January 2025, at 7.30pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.30pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

WHISSONSETT PARISH COUNCIL  
 YEAR ENDING 31ST MARCH 2025  
 FINANCIAL REPORT - NOVEMBER 2024

<b>BUDGET UPDATE</b>	<b>Budget 2024/25</b>	<b>To date</b>	<b>% Spend</b>
<b>PAYMENTS*</b>			
Admin	1,416	778	55%
Salary	2,915	1,837	63%
Grass Cutting**	5,661	4,848	86%
Play Area	505	105	21%
Open Spaces (inc maintenance)	2,002	946	47%
Donations	100	250	250%
<b>TOTAL</b>	<b>12,599</b>	<b>8,764</b>	<b>70%</b>
<b>RECEIPTS</b>			<b>Received</b>
Precept	12,000	12,000	100%
Allotments	-	-	0%
Grants	-	294	
HMRC Refund	-	-	
<b>TOTAL</b>	<b>12,000</b>	<b>12,294</b>	<b>102%</b>
<b>SURPLUS/DEFICIT</b>	<b>(599)</b>	<b>3,530</b>	

\*includes payments as listed on agenda.

<b>Bank Reconciliation</b>	
<b>Community Account at 01.04.2024</b>	<b>12,621.97</b>
Plus Receipts at 30.09.2024	16,147.67
Less Payments at 30.09.2024	18,913.50
<b>TOTAL</b>	<b>9,856.14</b>
<b>Bank Balance at 30.09.2024</b>	<b>10,006.73</b>
Less any outstanding payments	150.59
Plus any outstanding receipts	
<b>TOTAL</b>	<b>9,856.14</b>
Church Close Land Purchase	609.62
Church Close Orchard Grant	294.00
Allotment deposits	-
Open Spaces	2,000.00
<b>GENERAL RESERVE</b>	<b>£6,952.52</b>
<b>CHURCH CLOSE PURCHASE*</b>	
Budget (Reserve & Loan)	10,000.00
Spend 2023/24	300.00
Spend to date 2024/25	9,090.38
Balance*	609.62
*2024/25 loan repayments due = £432.46	