

WESTLETON PARISH COUNCIL

Councillors are duly summoned to a **Meeting of Westleton Parish Council** to be held on
Monday 27 July 2026 at 19:30 in Westleton Village Hall.
Members of the public are welcome to attend.

Richard Green
Clerk to Westleton Parish Council

AGENDA

26/87 Attendance and apologies for absence

26/88 Declaration of interests

Council members to declare possible interests they may have in any items on the agenda, either pecuniary or non-pecuniary, and to consider requests of dispensation.

26/89 Reports from County Councillor and District Councillor

To receive reports from County Councillor John Matthews and District Councillor Paul Ashton.

26/90 Public forum

Members of the public are invited to give their views on items on the agenda, raise other relevant issues for Council to note, or to pose questions to the County Councillor and District Councillor. (A maximum of 3 minutes is allowed per speaker and up to 20 minutes in total for this item). Members of the public may only participate in the meeting outside of the public forum at the invitation of the Chair.

26/91 Minutes of previous meeting

To approve the minutes of the meeting held on 29 June 2026.

26/92 Matters arising from the minutes

26/93 Planning

a) **Planning applications** – To discuss and consider responses to the following applications:

Details
Consulted by: East Suffolk District Council Planning ref.: DC/26/2184/FUL Details: Pond Bridge and Pond Dipping Platforms and Island Mere Hide Access Ramp Site: RSPB Minsmere Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TGIWCAQXJDB00 Response deadline: 6 August 2026
Consulted by: East Suffolk District Council Planning ref.: DC/26/1655/VOC Details: Variation of Condition Nos. 1B BNG, 2, 4, 5(b) and 5(c) of DC/24/2824/FUL - Conversion of redundant agricultural buildings to provide a single dwelling house and erection of new cartlodge. 1B - BNG - Altered that the works are to be carried out in accordance to the Biodiversity Enhancement Strategy. 2. Amended drawings. 4. Amended condition relating to discharge of water from the drive to the highway. 5b. Works are to be carried out in accordance to the conservation strategy. 5c Removal of this element of the condition, Heritage Asset Assessment. Site: Lymballs Farm, Lymballs Lane, Westleton, IP17 3QH Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEJZPGQXIJH00 Response deadline: 4 August 2026

Cont' overleaf

Consulted by: East Suffolk District Council

Planning ref.: DC/26/1120/VOC

Details: Variation of Condition Nos. 1, 3, 8 & 19 of DC/23/3455/VOC - Variation of Condition No 2 of DC/20/3142/FUL - Redevelopment of golf course and vacant paddock land for the siting of 170 lodges, 3 tree houses, new Facilities Building, Maintenance and Housekeeping Building, car parking and associated highway works - Reduce the size of the Central Facilities Building - 1. Drawings and documents - 3. Occupancy - 8. Ecology - 19. Main Facilities Building

Site: High Lodge Leisure, Darsham Road, Hinton, Blythburgh

Link: <https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TCCT1GQX06O00>

Response deadline: 12 August 2026

- b) **Four Winds, Bakers Lane** – Clerk to update on deed of easement.
- c) **Local Plan scoping consultation** – To consider the submission of the Parish Council's response.

26/94 Councillors' portfolio reports and other parish matters

- (a) **Common** – Cllr Shearme and Cllr Webber to report.
- (b) **Community Field** – Cllr Holmes to report.
- (c) **Allotments** – Clerk and Cllr Watson to report.
- (d) **Affordable housing project** – Cllr Fisher to report.
- (e) **Trees and footpaths** – Cllr Webber to report.
- (f) **Village Hall** – Cllr Banks to report, and to consider a financial contribution to the Men's Breakfast initiative.
- (g) **NSIPs** – Cllr Turner to report on Sizewell C and other NSIPs.
- (h) **Wellbeing** – Cllr Overton to report.
- (i) **War Memorial** – To discuss protective treatment for new bench.
- (j) **New Year Fireworks event** – Cllr Shearme and Clerk to report.

26/95 Council administration

- (a) **Council structure and transparency**
 - i. To discuss and consider the structure of and councillor membership in the Parish Council's steering groups and committees.
 - ii. To approve the proposed terms of reference for the Parish Council's steering groups and committees.
- (b) **Council meeting timings and schedule** – To discuss and consider a proposed schedule for council meetings for 2026/27.

26/96 Council finances

- (a) **Bank reconciliation for Q1 2026-27** – To note.
- (b) **Financial position and performance** – To note the Parish Council's financial position and performance against the budget correct as at 25 July.
- (c) **Payments and receipts** – To consider for approval the schedule of payments for authorisation, and to note payments received since the last meeting.
- (d) **Reserves Policy** – To consider the adoption of a draft Reserves Policy.

26/97 Correspondence to the Parish Council

To note any key correspondence to the Parish Council.

26/98 Questions to the Chair / Items for the next agenda

Chair to receive any questions from members and to receive proposals for items for the next agenda.

26/99 Date of next meeting

To note the date of the next meeting of the Parish Council.

Exclusion of Press and Public (LGA 1972, Part 1, Schedule 12A, Section 100A(4)). To consider whether under Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972 and indicated against each item marked***