

WESTLETON PARISH COUNCIL

Councillors are duly summoned to a **Meeting of Westleton Parish Council** to be held on **Monday 29 June 2026** at 19:30 in Westleton Village Hall.
Members of the public are welcome to attend.

Richard Green
Clerk to Westleton Parish Council

AGENDA

26/75 Attendance and apologies for absence

26/76 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.

26/77 Reports from County Councillor and District Councillor

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

26/78 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.

26/79 Minutes of previous meeting

To approve the minutes of the meeting held on 18 May 2026.

26/80 Matters arising from the minutes

26/81 Planning

- a) To discuss and consider responses to the following applications, and to note responses submitted where the consultation deadline preceded the date of this meeting:

Details
<p>Consulted by: <i>East Suffolk Council</i> Planning ref.: <i>DC/26/1741/VOC</i> Details: <i>Variation of Condition No. 2 of DC/25/3467/FUL - Removal of the external chimney stack, provision of the modest first floor balcony, internal reordering of the property to provide enhanced accommodation including partial conversion of the existing garage, resulting in changes to external elevations and provision of solar panels to both slopes of the main roof. With the exception of the front door, which at present is oak, all the remaining Upvc windows, not affected by the proposed works, will also be changed to white powder coated aluminium.</i> Site: <i>The Pightle, Love Lane, Westleton, IP17 3BA</i> Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEVK8OQXIOF00&prevPage=inTray Response deadline: 16 June 2026 Response: No objection</p>
<p>Consulted by: <i>East Suffolk Council</i> Planning ref.: <i>DC/26/1655/VOC</i> Details: <i>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. Remove 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.</i> Site: <i>Lymballs Farm, Lymballs Lane, Westleton, IP17 3QH</i> Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEJZPGQXIJH00&prevPage=inTray Response deadline: 23 June 2026 (extended on agreement from 10 June 2026) Response: No objection</p>

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<p>Consulted by: East Suffolk Council Planning ref.: DC/26/1986/FUL Details: Ground Floor Rear/Side Extension, New Render to External Walls and new doors and windows Site: Lymballs Farm, Lymballs Lane, Westleton, IP17 3QH Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TFSQOVQXJ1Y00&prevPage=inTray Response deadline: 26 June 2026 Response: No objection</p>
<p>Consulted by: East Suffolk Council Planning ref.: DC/26/1969/LBC Details: Listed Building Consent - Replacement of existing UPVC windows and timber front door with double glazed painted timber windows and timber front door. Addition of two en-suite bathrooms and retention of emergency repairs to timber frame. Repainting of exterior render. Site: Chatburn Farmhouse, Yoxford Road, Westleton, IP17 3BT Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TDNCJUQXI8500 Response deadline: 26 June 2026 Response: No objection</p>
<p>Consulted by: East Suffolk Council Planning ref.: DC/26/1770/FUL Details: Conversion of existing Nursing Home to Aparthotel and associated works Site: Priory Paddocks Nursing Home, Priory Lane, Darsham, IP17 3QD Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TD9UHCQXI2S00 Response deadline: 30 June 2026</p>

- b) **Four Winds, Bakers Lane** – Clerk to update on deed of easement.
- c) **Local Plan scoping consultation** – To discuss and consider the Parish Council’s response to the scoping consultation for East Suffolk District Council’s new Local Plan.

26/82

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 survey** – Clerk to update.
- (g) **Village Hall** – Cllr Banks to report.
- (h) **Village Green** – To consider a proposal by Cllr Fisher to reinstate a water supply.
- (i) **NSIPs** – Cllr Turner to report on Sizewell C and other NSIPs.
- (j) **War Memorial** – To discuss and consider maintenance arrangements.
- (k) **New Year Fireworks** – Cllr Shearme to report. To consider recruitment of additional volunteers and provision of formal training in line with terms of insurance.

26/83 Council finances and administration

(a) Outcome of internal audit for 2025/26 financial year

- i. To receive the internal audit report
- ii. To consider the internal audit action plan
- iii. To approve and re-sign Section 2 of the AGAR following amendments
- iv. To note the period of the exercise of public rights runs from 30 June to 10 August inclusive

(b) Financial position – To note the Parish Council's financial position correct as at 27 June.

(c) Payments – To consider for approval the schedule of payments for authorisation.

(d) Councillor and Clerk mileage rate – To note and approve the increase in HMRC mileage rates from 45p to 55p per mile.

(e) CiLCA training for Clerk – To discuss and consider approval of CiLCA training for the Clerk.

26/84 Correspondence to the Parish Council

To note any key correspondence to the Parish Council.

26/85 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.

26/86 Date of next meeting

To note that the parish council next meets on Monday 27 July 2026.

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***