

# **WESTLETON PARISH COUNCIL**

The minutes of a meeting of Westleton Parish Council held at 7.50pm on Monday 28 April 2025 in Westleton Village Hall.

*Ian Haines*  
**Clerk of the Council**

## **There were Present**

Cllr Andrew Turner (Chairman), Cllr Ian Johnson (Vice Chair), Cllr Julian Alexander, Cllr Barry Banks, Cllr Colin Fisher, Cllr John French, Cllr Paul Holmes, Cllr John Matthews, Cllr Nick Shearme, Cllr David Watson.

## **In Attendance**

Cllr Richard Smith (SCC for minutes 25/62 – 25/65 only)  
Ian Haines (Clerk)

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## **25/62 Introductory remarks and apologies for absence:**

An apology was received and accepted from Cllr I Webber.

## **25/63 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.

Cllr D Watson in relation to discussion on future Allotment provision - see minute 25/70(c).

## **25/64 Open Public Forum – Contributions from Members of the Public**

There were no members of the public present.

## **25/65 Pre Agenda Report from SCC Councillor**

Report covered as part of earlier Annual Parish Meeting.  
Cllr Smith added that Town & Parish Councils would be formally consulted in the summer over the proposed Local Government Reorganisation in Suffolk.

## **25/66 Pre Meeting Report from ESC Councillor**

Report covered as part of earlier Annual Parish Meeting.

## **25/67 Minutes of Previous Meeting – 31 March 2025**

It was **agreed** that the minutes of the meeting held on 31 March 2025 be accepted as a true record and signed by the Chair.

## **25/68 Matters Arising from the Minutes 31 March 2025**

None this time.

## **25/69 Council Finances and Accounts**

**(a) Income** – Year End Statement for 2024/25 was acknowledged and approved.

- (b) **Expenditure** – Year End Statement for 2024/25 was acknowledged and approved.
- (c) **Bank Reconciliation** - Year End Statement for 2024/25 was acknowledged and approved.
- (d) **Year End Account Summary 2024/25 – agreed.**
- (e) **Invoices and Payments** – The following invoices were **agreed** for payment

| From                   | Item   | Amount   |
|------------------------|--|----------|
| Ian Haines             | Clerk exp (£72.78) & gross salary (£744.03)<br>April | £843.68  |
| Crown Hotel            | MP meeting - Refreshments                            | £33.66*  |
| NJB Contractors        | Common footpath woks                                 | £252.90  |
| Westleton Village Hall | Management of Archives (annual fee)                  | £200.00  |
| Westleton Village Hall | Room Hire  | £75.00   |
| SALC                   | Annual Membership Subscription                       | £245.63  |
| HJG Gardening          | War Memorial Garden Maintenance (Jan-March)          | £118.00  |
| Toilets+Ltd            | Community Field 14/3-10/4                            | £129.60* |
| Leiston Press          | Posters for Community Field                          | £55.20*  |
| Jonathan Alexander     | Repairs to shed roofs – Community Field              | £990.00  |
| HJG Gardening          | War Memorial Garden Maintenance (April)              | £132.00  |

\*Paid by debit card

(f) **Bank balances** as at 21/4/2025 noted

|                           |                   |
|---------------------------|-------------------|
| Current                   | £48,659.66        |
| Savings                   | £25,241.90        |
| <b>Total Bank Balance</b> | <b>£73,901.56</b> |

## 25/70 Feedback from Working Parties

- (a) **Common** – fire signs have been posted. Warning notices about adders also to be erected following recent incidents. New benches/seats have been installed. A site meeting is due to take place next month with Natural England to discuss re-opening of a footpath on the south side of the Common.
- (b) **Community Field** – repairs to the shed roofs have been completed as per quote obtained in January. Repainting of the structures still to be carried out. The tap is currently broken and requires repair. Cllr N Shearme had identified that treatment is required to deal with the growth of ragwort & thistles, and it was **agreed** that he would provide a quote for under-taking this work.
- (c) **Allotments** – a meeting on the prospective site had recently been held with Cllr D Watson. It is looking like next spring will be the earliest the land can be brought into use.
- (d) **Affordable Housing** – it is anticipated that Orwell HA will be in a position to submit a formal planning application in the next 2-3 months.

## 25/71 Planning applications

| From  | Item           | Details   |
|---|----------------|---|
| Spa & Retreat, Potton Hall, Blythburgh Road, Westleton, | DC/25/1209/FUL | Retrospective formation of car parking area to serve the Potton Hall spa and venue. |
|   |                | <b>Deadline for observations: 29/4/25</b><br><b>Response: No objections**</b>       |

\*\*No objections to application. However, ESC to be advised that it has been brought to our attention that heavy rainfall may cause run off from the parking area which can pollute the Dunwich Ditch Waterway which is on the edge of the parking area.

## 25/72 Other Planning Matters

None this time.

## 25/73 Tree & Footpath Warden Report

None this time.

## 25/74 Energy Projects (Nationally Significant Infrastructure Projects)

East Suffolk Communities Energy Partnership (ESCEP) is holding an online meeting for all East Suffolk Town & Parish Councils on Monday 12<sup>th</sup> May 2025 at 6.00 pm. This is to finalise its structure; but most importantly, given the acceptance of the Sea Link Development Consent Order, to brief towns and parishes again on the importance of registering with the Planning Inspectorate (PINS) as an interested party and submitting relevant representations. To this end, Cllr A Turner stated that he would be preparing a submission on behalf of the Parish Council and circulate a draft for comments.

## 25/75 Sizewell C B1125 Transport WP

### Northern Transport Forum

### Sizewell C Community Forum

Notes from the B1125 Transport WP on 4/4/25 had been circulated.

The next Northern Transport Forum will be held on 7/5/25. Cllr A Turner to raise litter concerns (previously raised under minute 25/45).

Cllr A Turner tabled a question to the SZC Community Forum about the maintenance of trees planted on the various SZC sites after hearing anecdotal evidence that replacement trees at Hinckley C are dying. The answer explained who is responsible, but did not detail the maintenance programme.

## 25/76 Village Pond

Noted that Cllr J Matthews had expressed concerns about the condition of the village pond. Issue/s to be taken up with East Suffolk Council as the owners with responsibility for maintenance.

### **25/77 Anglia Water – sewage issues**

Over time there have been regular ‘odour’ concerns at certain locations in the village and Cllr J Matthews has taken up the matter with Anglia Water. Their Engineer has been in contact to advise that they were now undertaking a chemical delivery at the Darsham pumping station on a fixed weekly top up, beforehand this would have been delivered as and when, but they will now be topping it up weekly no matter what the level is, this should ensure it never runs out. The dosing at the Westleton pumping station has also been set up on a fixed 2 weekly top up as this uses less than the one at Darsham.

Cllr Matthews was thanked for his involvement and in hopefully reaching a satisfactory outcome.

### **25/78 Future of the White Horse Inn**

Clerk to take up specific enquiry with SALC about Asset of Community Interest registration and report back.

### **25/79 Meeting with Suffolk Coastal MP**

The recent meeting with local MP Jenny Riddell-Carpenter held on 11/4/25 was seen as been very productive. Cllr A Turner has written to the MP's office as a follow up to the discussion covered.

### **25/80 Parish Council Surgery - 28/4/2025**

Cllr A Turner stated that it was the intention that these *open house* sessions will now be run on a bimonthly basis until further notice. Next date Monday, 30 June 2025.

### **25/81 Correspondence**

No items covered this time.

### **25/82 Clerk Report**

Ian Haines advised that he had taken the decision to hand in his notice after nearly 8 years in the role and his last day of working would be 30/9/25. This will hopefully allow the opportunity for a handover period for the new person and also for Ian to complete all work associated with the internal and external audit before leaving. An advert for the vacancy will be produced asap.

### **25/83 Date of Next Meeting**

The Council next meets at 7.30pm on Monday 19 May 2025.

[Note: On this occasion, the Annual Meeting when elections to office are held will be carried over to the following meeting on Monday 30 June 2025].