

WESTLETON PARISH COUNCIL

The unapproved minutes of an **Extraordinary Meeting of Westleton Parish Council** held on **Monday 15 December 2025** at 19:00 in Westleton Village Hall.

Richard Green
Clerk to Westleton Parish Council

MINUTES

25/218 Attendance and apologies for absence

In attendance

Cllr Alexander
Cllr Banks
Cllr Fisher
Cllr French
Cllr Holmes
Cllr Overton
Cllr Shearme
Cllr Turner (Chair)
Cllr Watson
Cllr Webber

Apologies for absence accepted from

Cllr Johnson

Also present

2 members of the public

25/219 Declaration of interests

No interest, either pecuniary or non-pecuniary, were declared.

25/220 Public forum

No members of the public took the opportunity to speak.

25/221 Minutes of previous meeting

It was **agreed** that the minutes of the meeting held on 24 November 2025 be accepted as a true record and signed by the Chair.

25/222 Matters arising from the minutes

Cllr Turner raised continued concerns regarding the speed and volume of traffic using the B1125. Cllr Turner therefore proposed a cross-parish meeting with Theberton, Middleton, Darsham, Dunwich, Blythburgh, and Walberswick to agree a series of measures to jointly propose to Sizewell C (SZC), Suffolk County Council's Highways Department, and the Police. Cllr Turner sought support from councillors for discussion between the parishes to include: requesting that the speed limit between Blythburgh and the north of Westleton be reduced to 40 mph, and then reduced to 30mph from the north of Westleton, through the village and for the remainder of the B1125 until it joins the B1122 and, in time, the Sizewell Link Road if it is built; for the speed limits to be enforced with additional cameras; and for SZC to track its LGV and 4WD vehicles so that SZC vehicles adhere to their designated routes. Cllr Turner hopes that these proposals combined with the full opening of the Northern Park and Ride and the blocking-off of the B1125 at Blythburgh would make a positive impact on traffic speeds and volumes. Cllr Turner added that he hopes that a unified parish approach would be supported by both the district and county councillors, and the MP.

Cllr Holmes was concerned that such a proposal would not control traffic for Sizewell A and B, although Cllr Turner hoped that the measures would deter all sources of traffic.

Cllr Turner's proposals were **agreed** by all.

25/223 Planning

The following planning matters were discussed:

- (a) **Four Winds, Bakers Lane** – The service of a notice of intent to Westleton Parish Council in respect of planning application DC/25/4530/FUL was noted along with the prospective property owners' request for the granting of a legal easement for a right of way over parish land to access the property. Cllr Turner introduced the application (minute 25/223(b)) and reported Cllr Johnson's comments in his absence, that the planning sub-committee has no concerns regarding the application.

Cllr Turner proposed granting the requested legal easement subject to the parish council's legal fees being covered. Cllr Turner further proposed that there be no fee levied for this, due to the property's long-standing existence.

Cllr Turner took the opportunity to set a fee to be levied consistently for any new properties requiring access across parish land. This approach was **agreed** by all.

- (b) The following planning applications were considered. Responses will be submitted as follows:

Planning ref.	Details	Response
DC/25/4530/FUL	<p><i>Complete renovation and modernisation to include pitched roof over existing flat roof extension creating an additional first floor bedroom with open plan living below.</i></p> <p>Site: Four Winds, Bakers Lane, Westleton, IP17 3AZ</p> <p>Link: https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T682BXQXN2400</p>	No objection

25/224 Expenditure for current financial year 2025/26

To discuss and consider expenditure for the remainder of the current financial year in the following areas:

- (a) **Common** – Cllr Webber reported on expected expenditure for the Common in the remainder of the financial year and this was **agreed** by all. It was further **agreed** by all to approve a donation of £150 to the Fire Service for its services during the Bonfire event. Cllr Shearme will find out whether this donation can be made by BACS from the new bank account.
- (b) **Community field** – Cllr Holmes reported on projected expenditure for the remainder of the financial year, with Cllr Fisher reporting that the Community Field had required only one grass cut so far in this financial year. Other major expenditure is likely to fall within the next financial year and therefore be covered by the budget for 2026/27.
- (c) **Allotments** – Cllr Watson circulated quotes for deer fencing prior to the meeting. Cllr Watson has compared the specifications of the fencing and feels that the more expensive quote is of a better specification. There was a broader discussion around gates, and it was **agreed** to have a set of double gates rather than a single gate. It was further **agreed** by all to proceed with the higher specification fencing quote of approximately £9,000+VAT, subject to change for double gates.
- (d) **Other expenditure** – Cllr Alexander reported that there had been no progress in obtaining quotes in respect of the War Memorial. It was **agreed** by all to purchase a new defibrillator at £549+VAT to be sited in the phone box, and to explore the possibility of a second defibrillator in the bus shelter. The Clerk will arrange the purchase of a new defibrillator.

25/225 Budget for 2026/27

Cllr Webber presented the draft budget for the 2026/27 financial year. The draft budget was discussed by the council and **agreed** by all.

25/226 Precept for 2026/27

Cllr Webber presented information regarding the precept and recommended a gradual annual increase with a view to delivering a balanced budget by the time that CIL reserves fully expire. It was **agreed** by all to increase the precept to £16,823 per year. The Clerk will submit this request to East Suffolk Council.

25/227 Administration

- (a) **IT matters** – It was noted that .gov.uk mailboxes have been ordered and Paul Shore is very kindly setting these up for councillors. The Clerk will use both councillors' personal and .gov.uk email addresses for correspondence until the next meeting on 26 January 2026, at which councillors will be asked to individually sign the parish council's IT policy. Thereafter, only the .gov.uk mailboxes will be used.
- (b) **Banking** – It was noted that a new current account and savings account with Unity Trust Bank are now open. It was **agreed** by all to transfer the account balances in the Barclays current account and savings account to Unity Trust Bank and then to close the Barclays accounts.

(c) **Invoices and payments** – The payment of the following invoices was **agreed** by all:

From	Ref.	Details	Amount	VAT	Total	Power
Community Action Suffolk	INV-0975	x11 .gov.uk mailboxes for 8 months	£165.00	£33.00	£198.00	LGA 1972, s.137

25/228 Correspondence to the council

The Clerk circulated key correspondence prior to the meeting and there were no matters raised.

25/229 Items for the next agenda

Cllr Overton requested that there be a discussion regarding the area and parking around the White Horse Inn.

Cllr Watson proposed considering a parish council response to the consultation on Local Government Reform. Cllr Turner proceeded to give his views that he would prefer multiple unitary authorities in Suffolk. Other councillors were in agreement, and it was therefore **agreed** that Cllr Turner will submit the parish council's response to the consultation, as the closing date falls before the parish council next meets.

Cllr Banks requested that there be a standing agenda item to report on Village Hall matters.

Cllr Turner reiterated that councillors should submit their portfolio reports in advance of meetings.

25/230 Date of next meeting

The parish council next meets for an ordinary meeting on Monday 26 January 2026.

Meeting closed 20:15