

# WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council at the meeting held at 7.30pm on Monday 23<sup>rd</sup> September 2019 in the Reading Room, Dunwich.

*Ian Haines*

**Clerk of the Council**

## **There were Present**

Cllr Paul Holmes (Chairman), Cllr Julian Alexander, Cllr Colin Fisher, Cllr Amanda Freeman, Cllr Roy Jones, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Andrew Turner.

## **In Attendance**

Ian Haines (Clerk)

## **Also Present By Invitation**

Mr Andy Robinson - Langton Brook Consultants Ltd (specifically for min 19/146)

## PRE AGENDA MATTERS

### **Contributions from members of the public.**

There were 2 members of the public present. One person asked a question with regard to the Parish Council's response to the Glebe Meadow planning application. This matter is covered further under minutes 19/152 and 19/159(b) below.

## AGENDA

### **19/140 Introductory remarks and apologies for absence:**

Apologies: Cllr Antony Clough, Cllr Chris Freeman, Cllr Ian Johnson, Cllr Norman Brooks (ESC) & Cllr Richard Smith (SCC)

### **19/141 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.

None declared.

### **19/142 Pre Agenda Report from SCC Councillor**

Cllr Smith was not present and so no report was forthcoming.

### **19/143 Pre Meeting Report from ESC Councillor**

Cllr Brooks was not present and so no report was forthcoming.

### **19/144 Minutes of Previous Meeting – 22 July 2019**

It was **agreed** that the minutes of the meeting held on 22 July 2019 be accepted as a true record.

### **19/145 Matters Arising from the Minutes 22 July 2019**

Overgrown Hedge Lavender Cottage (Minute 19/122) – Cllr J Alexander reported that he had recently spoken to the owners and expressed concerns directly. Situation to be

monitored and if necessary SCC Highways to be further alerted. Separate to this also noted that arrangements are being made for hedge cutting to be carried out along the boundary to the church approach to improve the appearance.

Development of Land identified for Local Housing Needs – off Heath View/Blythburgh Road, Westleton (Minute 19/129) – in response to a question the Clerk reported that there was no further update to give at this stage.

Tree Warden Report – further to minute 19/135, Cllr N Shearme confirmed that the cutback of the overhanging oak tree on The Common would shortly be carried out.

### **19/146 Suffolk Coastal Local Plan Examination**

Andy Robinson gave feedback following his attendance with Cllr A Turner at the recent Hearing.

It was anticipated that the Inspector will produce a report [with draft recommendations] in approximately 4-6 weeks and therefore the outcome from this would now be awaited.

The Parish Council recorded their thanks to both Andy and Cllr Turner for all their work in involved with putting representations together.

### **19/147 Village Parking Issues**

Following discussion at the last meeting (minute 19/130) the Chair advised that a preliminary site meeting had been held the previous week with Mark Nichols from Suffolk Highways to explore possible sites for improving off street car parking in the village.

To alleviate the worsening parking problem it was now **agreed (unanimous)** that a possible scheme for providing in the region of 15 spaces along the bottom of the Village Green be further explored. An approach will initially be made to the District Council (as landowner) to determine what process may be required for achieving this.

### **19/148 Sizewell C Stage 4 Consultation**

Cllr C Fisher provided feedback on the various topics covered following his attendance at a Joint Local Authority Town & Parish Council Consultation event held on 26/7/19.

The Parish Council had in turn now formulated a draft response to go back to EDF and it was **agreed** that this [also incorporating our earlier response under stage 3] should be adopted. Cllr A Turner was thanked for his input in this regard.

It was also noted that the Clerk had sent a letter to the National Planning Casework Unit giving support to the case made by Theberton & Eastbridge Parish Council asking the Secretary of State to call in application DC/19/1637/FUL for the relocation of Sizewell B Facilities. This action having been agreed with the Chair & V/C in the absence of there being a PC meeting in August.

### **19/149 Council Finances and Accounts**

- (a) **Income** – Income to date were acknowledged and approved.
- (b) **Expenditure** - Expenditures to date were acknowledged and approved.
- (c) **Invoices and Payments** – The following invoices were **agreed** for payment:-

From	Item	Amount
Dynamic Fireworks	New Years Day Fireworks	£1,395.20
Ian Haines	Clerks expenses (£41.20) & salary (£414.00) August	£455.20
Premier Toilet Hire	Community Field 1/7-26/7	£108.00
Roy Swindell	Payment for grass cutting Com Field	£45.00
Premier Toilet Hire	Community Field 27/7-30/8	£135.00
Premier Toilet Hire	Community Field 31/8-9/9	£32.40
Andrew Robinson (Langton Brook Consultants Ltd)	Planning Consultant Fees for period July - September	£900.00
Ian Haines	Staples – Ink Cartridges	£37.07
Ian Haines	Clerks expenses (£68.14) & salary (£414.00) September	£482.14
Leiston Press	Dog Sign for The Common	£56.40

### 19/150 Community Field

Cllr A Freeman gave an update/overview.

Various works had recently been completed including (a) new concrete bases to provide additional seating and storage (b) new timber frame for wood chippings (c) perimeter hedge cut – in this respect **agreed** that the Clerk send a letter of thanks to Eddie Higgins.

On the memorial tree planting, Cllr N Shearme stated that he would contact the nursery about obtaining a replacement as one of the species had been incorrectly supplied.

It was also **agreed** that an order should be placed for a larger sign at the car park/playground entrance to encourage donations and with it to better promote the fact that the facility is run and provided for by the Parish Council.

Cllr P Holmes advised of reports that a quad bike had recently been observed on the field. Situation to be monitored.

In response to a question from Cllr J Alexander, the Clerk confirmed that he understood that all the funding was in place for the boules court refurbishment and now that the season was at an end work on this project could commence.

The Clerk also reported that he had been in touch with David Bracey about undertaking the annual playground equipment inspection and that this would be undertaken in October.

### 19/151 Common

Cllr R Jones gave a report update.

Following complaints about dog fouling a new/improved sign had been made up.

Noted that there continued to be very good feedback over the new plaque which had been erected illustrating the geology of the local landscape. Thanks were again expressed to Geo Suffolk and the Suffolk Naturalist Society for their involvement/contribution.

Community Payback Team – Cllr Jones had made further enquiries following speculation which existed over the future set up and operation of this scheme. He had been advised that there were no changes at present and so in view of this it was suggested that the Commons Advisory Group should meet to agree on a programme of work which could be undertaken over the autumn period as some gorse clearance was required. The Clerk added that he too had spoken to Stephen Taylor at the Probation Service who had indicated that an announcement would be made in January so we would be clearer then on the position going forward.

Annual Report – a vacancy to act as coordinator still existed but, in the interim, it was noted that John Bebbington was kindly lending assistance and help with the preparation.

Also noted that the owner of property adjoining The Common at ‘The Cleeves’ in Mill Street had now commenced work on demolishing old sheds and digging out excavations for a new structure in line with planning permission which had previously been granted.

### 19/152 Planning applications

From	Item	Details
The Vicarage, Darsham Road, Westleton	DC/19/2839/FUL	20 new dwellings & change of use of existing dwelling (the Vicarage) into a communal social hub

**Deadline for comments 15/8/19:**

**No objections** – the Planning Sub Committee had considered the overall social as well as environmental impact of the project and the conclusion was to support the application.

From	Item	Details
Village Hall, The Street, Westleton	DC/19/3394/LBC	Addition of 2 sun tunnels to existing building

**Deadline for comments 24/9/19:**

**No objections** – the Parish Council see the addition/s as being necessary as part of the improvement works - the only observation/caveat being that it is hoped that the sun tunnels are not directly visible from the main road (i.e. The Street).

From	Item	Details
High Oaks, Bakers Lane, Westleton	DC/19/3542/TCA	Felling of sycamore and conifer trees

**Deadline for observations 1/10/19:**

**No objections.**

### 19/153 Village Green

The Clerk had circulated an email received from Birketts solicitors.

The Parish Council were keen to see a resolution asap and it was **agreed** in the circumstances that an instruction should go back to Nigel Farthing to now involve the Chief Executive and/or the Legal Department of East Suffolk Council given the lack of response so far from the Estates Team.

### **19/154 Tree Warden Report**

Reference was made to a rural footpath obstruction and elsewhere to a footpath sign which had been knocked over. Clerk advised that both incidents could be logged on the Suffolk Highways website.

Ongoing concerns raised with regard to other highway maintenance issues in particular stretch of road in the vicinity of Rollets Farm. Clerk confirmed that this matter had previously been reported to Suffolk Highways but they were not recommending action. Alerts about road safety had also been passed to Cty Cllr R Smith and Darsham PC (within whose boundary the site is located).

### **19/155 Village Bottle Bank**

Further to minute 19/136, the Chair reported that a schedule of work had been produced and the Working Group would now proceed and move forward with arrangements.

### **19/156 Parish Map**

The Clerk advised that regretfully it had been necessary to find a new designer.

The new map will be an improved version and better showcase the village to include some text on the history as well as photographs of key sites. It is hoped from this that there will be interest in sponsorship to off-set the cost.

### **19/157 Financial Standing Orders**

Clerk recommended that in order to follow good practice a review should be carried out of the Council's Financial Standing Orders to ensure they were fully up-to-date and compatible i.e. reference should be included within to use of the new Business Debit Card\*. If necessary the advice of SALC will be sought.

\*Notwithstanding the above, it was reported that unfortunately there had been a delay in obtaining the Debit Card as Barclays had apparently lost the original application.

### **19/158 War Memorial**

Cllr J Alexander raised a concern over the condition of the stonework and the need for some preservation work to be undertaken. He had made some enquiries in this respect with a specialist firm from Ipswich.

### **19/159 Correspondence**

Councillors were advised of the following:

- (a) Response from Water Company re condition of village pond. Details passed to Cllr A Clough.
- (b) Letter from resident re Glebe Meadow Planning application.
- (c) Letter from resident re Sizewell C Stage 4 Consultation. This matter was also covered in minute 19/148 above.
- (d) Response from National Trust re Dunwich Heath car park. **Agreed** that Nick Collinson be invited to the November meeting.

- (e) Anglia Water response re sewage concerns – representatives will be invited to attend at the next Parish Council meeting to enable further scrutiny. In the interim, Clerk to send additional questions (as part of a Freedom of Information request) so that hopefully response can be available in time for the meeting.
- (f) Police Meeting – Police & Crime Commissioner and the Chief Constable will be attending at an open public event in Lowestoft on 10 October.
- (g) Notification about launch of East Suffolk Community Workshops – new Community Partnership areas being established. Clerk to obtain further information but agreed that the Parish Council should ideally be represented in order to find out more about this new initiative. Provisional date set aside for Wednesday, 20 November (5.30pm) in Southwold.

#### **19/160 – Date of Next Meeting**

To note that Council next meets on Monday 21 October 2019 at 7.30pm **in the Reading Room, Dunwich.**