

WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council at the meeting held at 7.30pm on Monday 24th June 2019 in Westleton Village Hall.

Ian Haines

Clerk of the Council

There were Present

Cllr Paul Holmes (Chairman), Cllr Ian Johnson (Vice Chairman), Cllr Julian Alexander, Cllr Colin Fisher, Cllr Amanda Freeman, Cllr Chris Freeman, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Andrew Turner.

In Attendance

Ian Haines (Clerk)

PRE AGENDA MATTERS

Contributions from members of the public.

There were 5 members of the public present. Two people spoke specifically with regard to the land registration of the village green. This matter is covered more fully under minute 19/111 below.

Another person spoke in relation to the planning application which he has submitted (ref DC/19/1714/FUL). The Parish Council's observations which are to be sent to East Suffolk Council are recorded under minute 19/110 below.

AGENDA

19/98 Introductory remarks and apologies for absence:

A welcome was extended to Cllrs Amanda Freeman and Colin Fisher - this being their first meeting following the Parish Council Election on 2/5/19.

Apologies: Cllr Antony Clough, Cllr Roy Jones, Cllr Norman Brooks (ESC), Cllr Richard Smith (SCC).

19/99 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 Andrew Turner advised that in relation to the aforementioned planning application (DC/19/1714/FUL), part of his property abuts the land where the proposed development is due to take place. Minute 19/110 refers.

19/100 Appointment of Members to Advisory Groups

Councillors were appointed or re-appointed to Advisory Groups as follows:

(a) **Community Field** – Cllr C Freeman (Chair) & Cllrs, P. Holmes, A. Freeman, N. Shearme.

Co-opted Roy Swindell, Craig Alexander, Jonathon Alexander

(b) **Bonfire** – Cllr N. Shearme (Chair) & Cllrs A. Clough, C. Fisher, C. Freeman, P. Holmes, J. Alexander.

Co-opted Kevin Smith, Kevin Berry, Craig Alexander, Jonathon Alexander

(c) **Commons** – Cllr R. Jones (Chair) & Cllrs, J. Alexander, N. Shearme

- Co-opted David Rouse, John Bebbington, Arlette Smith, Roy Swindell.
(d) **Planning** – Cllr A. Turner (Chair) & Cllrs J. Alexander, C. Fisher, C. Freeman.
(e) **Housing Needs** – Cllr C. Fisher (Chair) & Cllrs P. Holmes, I. Johnson, A. Turner

19/101 Appointment of Representatives to Organisations/Roles

Councillors were appointed or re-appointed as follows:

- (a) **SALC** – Cllr A. Paige
- (b) **Sizewell C Forum** – Cllr I. Johnson
- (c) **SPLG (Sizewell Parishes Liaison Group)** - Cllr A. Turner
- (d) **Tree & Footpaths Warden** - Cllr A. Clough
- (e) **Village Hall Committee** – Cllr A. Clough

19/102 Pre Agenda Report from SCC Councillor

Cllr Smith was not in attendance and no report was forthcoming.

19/103 Pre Meeting Report from SCDC Councillor

Cllr Brooks was not in attendance and no report was forthcoming.

19/104 Minutes of Previous Meeting – 20 May 2019

It was **agreed** that the minutes of the meeting held on 20th May 2019 be accepted as a true record.

19/105 Matters Arising from the Minutes 20 May 2019

Dunwich Heath Car Park – it was felt that the petition should remain at the village shop/post office for a further period in order to give more opportunity for residents to sign. Cllr Fisher stated that he would also look into the parish boundary question (re Westleton beach) and report back.

Overgrown Hedges – the meeting was pleased to note that some cut had been undertaken along the frontage of the Vicarage. However, there still remained an issue with regard to Lavender Cottage. Some concerns were also expressed about encroachment of vegetation on other stretches of country roads in particular along the Yoxford Road in the vicinity of the access road to Rollets Farm. It was felt the narrowness of the road at this point on a relatively sharp bend at the bottom of an incline posed an accident risk. Clerk to highlight to both Suffolk CC Highways and Darsham Parish Council to see what action can be taken. Regular flooding which occurs along the Blythburgh Road also to be logged with SCC.

19/106 Audit 2018/19 & Annual Governance & Accountability Return

A report on the 2018/19 Internal Audit had been submitted from John Bebbington which showed general compliance throughout and there were no significant issues to highlight.

On behalf of the Council, the Chair again thanked John Bebbington for all his time and hard work in formulating the report and recommendations.

It was **agreed**:-

- (1) That the 2018/19 Audit should accordingly be received and noted and

(2) That the Annual Governance & Accountability Return (Part 2) for 31/3/19 be signed off and submitted to PKF Littlejohn.

19/107 Council Finances and Accounts

- (a) **Income** – No receipts since last meeting.
- (b) **Expenditure** - Expenditures to date were acknowledged and approved.
- (c) **Invoices and Payments** – The following invoices were **agreed** for payment:-

From	Item	Amount
Roy Swindell	Payment made for Community Field grass cut	£45.00
Ian Haines	Clerks expenses (£34.90) & salary (£414.00)	£448.90
Premier Toilet Hire	Playing Field (27/4-31/5)	£135.00
Premier Toilet Hire	Playing Field (1/6-3/6)	£5.40
Roy Jones	Reimbursement of costs for 'Westleton Welcome' display material for the Common	£32.83
R J Scarlett	Mower Service & goods	£63.41
Boden & Son	Hedge cutting on Community Field	£84.00
SALC	Councillor briefing/training	£27.60
Comy Action Suffolk	Training for John Bebbington (new Webmaster)	£48.00
Guy McGregor Associates	Payroll Services for Parish Clerk (annual charge for 2018)	£36.00

19/108 Community Field

Cllr C Freeman gave an update/overview.

Community Payback Team is set to visit on 2 & 3 July to undertake works.

Noted that grant application for the Boules Court resurfacing work has been placed with East Suffolk Council.

There had unfortunately been a recent vandalism incident where a storage box had been damaged. It was **agreed** that this should be replaced with something more robust.

Tree Planting & Memorial – the purchase of the large hose reel has proved a great aid for watering. However, it is noted that one of the trees which had been planted is a cherry (not a lime) variety and so this will need to be replaced.

It was noted that welding repair work to one of the goal posts had recently been undertaken by the proprietor of Middleton Garage. This had been carried out free of charge and it was accordingly **agreed** that the Clerk send a letter of thanks.

As previously reported there was still an issue with regard to the condition of the cricket nets and the Chairman, Cllr P Holmes stated that he would take this up.

19/109 Common

The Clerk advised that Geo Suffolk had announced they were intending to erect the new

plaque [showing the geology of the landscape] on Thursday 4 July at 10.30am and a small ceremony would be held.

Also noted that there had been a couple of recent complaints from residents about increased dog fouling and as a result it is intended that new signage will be put up.

19/110 Planning Applications

From	Item	Details
Land Adjacent To Old Forge Cottage Darsham Road, Westleton	DC/19/1714/FUL	New 2 storey dwelling on the site of the Old Forge Cottage Annex

Agreed (unanimous) no objections.

From	Item	Details
Ironwood, Mill Street, Westleton	DC/19/2058/TCA	Felling of birch and conifer trees

Deadline for observations: 12/6/19 - no objections raised.

19/111 Village Green

At this point in the meeting the Chairman moved the discussion into Part II confidential business given the subject matter under discussion.

It was noted that a communication had been received from Tony Rudd, the Valuer at East Suffolk Council following a meeting which had been held on 21/6/19 with Cllr P Holmes & Cllr I Johnson present together with John Reast in attendance.

The Clerk also reported with regard to legal advice which had been received from Birkett's solicitors.

In view of the circumstances and the fact that the old 'Stores' site had recently been sold at auction, it was **agreed** that John Reast would undertake further investigations with the County Council and report back on the matter to the Clerk. The option of whether to approach the new owners of the site direct and/or further engage with Birkett's could then be considered - if necessary through calling an extraordinary meeting to discuss.

The meeting then returned to Part I business.

19/112 Tree Warden Report

No report this time round.

19/113 Bottle Banks

Cllr P Holmes reported that the landlord/owners of the White Horse were agreeable to the idea of an outbuilding being used so that the village bottle bank could be placed there. It was noted that a recent site meeting had taken place to look at what works might be involved and a representative from Norse had also attended who was happy that the location was viable in terms of the collection arrangements and access for the lorry crew etc. It is intended that public access will be limited between the hours of 9am-6pm to reduce noise and any disturbance.

The Parish Council felt that, given that a number of sites had been previously looked at, this represented by far the best available given that the option to eventually return to the village hall site on a permanent basis was not one that was really open. It was therefore **agreed** to proceed on this basis subject to Cllr P Holmes speaking to the occupants of the neighbouring property to ensure that they had no objections.

19/114 Code of Conduct

Following the recent Parish Council Election, a copy of the Suffolk Local Code of Conduct had been included with the agenda papers which provided Members with a reminder of their obligations and commitment to holding public office and governing principles.

19/115 Parish Map

It was **agreed** that the format of the Parish Map should now be formally signed off – subject to the addition of the garage and two bookshops as local ‘landmarks’. The boundary inset to be removed.

19/116 Development of Land identified for Local Housing Needs - off Heath View/Blythburgh Road, Westleton

The Clerk advised that a meeting with Hastoe Homes was being set up and it was hoped that feedback from this could be given at the next Parish Council.

19/117 Glebe Meadow & Village Parking

Further to minute 19/95 of the last meeting, the Clerk had circulated a further email received from Sarah Quinlan acting on behalf of Glebe Meadow CIC.

Cllr A Turner volunteered to contact the Village Hall Secretary to establish what level of detail they had sent back to support the case for parking (as most of the information originally requested by Glebe had revolved around future usage of the Village Hall). Cllr Turner stated that if necessary he could take some up-to-date photographs to illustrate the [wider] parking problem which it is recognised exists.

Footnote: A subsequent communication was received the day after the meeting from Sarah Quinlan to indicate that Glebe were pressing ahead with their planning application and that this would not now include public car parking provision. In the light of this, further discussion will have to take place at the next Parish Council meeting over what future strategy might be followed for improving off street car parking in the village.

19/118 Correspondence

Clerk advised that a number of emails had been received as well as other publications had been included in the latest ‘Round Robin’ circulation.

Suffolk Coastal Local Plan Examination – an email dated 24/6/19 had been received from the Programme Officer at East Suffolk DC to notify that the Inspector appointed on the Local Plan Examination had specifically identified and raised questions on 2 sites in Westleton (Reckford Road and Cherry Lee).

The Parish Council would therefore need to consider whether they felt it was appropriate to make any additional representations. Given that the email in question had only come through that afternoon (i.e. on the day of the meeting) the Council had not had the

opportunity to fully digest this but it was noted that a deadline had been set of 8/7 for the Parish Council to put forward any speakers to attend at the Hearing. In the circumstances, further consideration will be given by the Chairman and Vice Chairman and involve deliberations as appropriate with the new Chair of the Planning Sub Committee (Cllr A Turner).

19/119 – Date of Next Meeting

To note that Council next meets on Monday 22 July 2019 at 7.30pm **in the Reading Room, Dunwich** – change of venue is due to the building works taking place at Westleton Village Hall.