

# WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council at the meeting held at 7.30pm on Monday 25<sup>th</sup> February 2019 in Westleton Village Hall.

*Ian Haines*

**Clerk of the Council**

## **There were Present**

Cllr Arlette Smith (Vice Chair), Cllr Ian Alexander, Cllr Julian Alexander, Cllr Anthony Clough, Cllr Chris Freeman, Cllr Paul Holmes, Cllr Roy Jones, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Roy Swindell

## **In Attendance**

Cllr Michael Gower (SCDC) – for minutes 19/23 – 19/33 only, Ian Haines (Clerk)

## **PRE AGENDA MATTERS**

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

There were 2 members of the public present. One person spoke in relation to the Westleton House planning application and related boundary issue. It was agreed that this matter would be covered further at the next meeting as an agenda item.

Separate reference was also made in relation to the proposal by the National Trust to introduce car parking charges for Westleton residents at Dunwich Heath – an update on this being given under minute 19/28 below.

## **AGENDA**

### **19/23 Introductory remarks and apologies for absence:**

Cllr A Smith in the Chair.

Apologies - Cllr Ian Johnson (Chair) and Cllr R Smith (SCC).

### **19/24 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.

Cllrs C.Freeman, R.Jones and N.Shearme advised that they were receiving cheques from the Parish Council for purchases/work carried out - see minute 19/29.

### **19/25 Pre Agenda Report from SCC Councillor**

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

### **19/26 Pre Meeting Report from from SCDC Councillor**

Cllr Gower referred to the ongoing round of public meetings and exhibitions taking place relating to the Sizewell C consultation (see also minute 19/32 below). It was noted that work currently taking place at a site just off the A12 at Darsham was part of an archaeological dig. Brief reference was also made to the Local Plan and the District Council's planned Celebration event taking place on 15/3/19.

### **19/27 Minutes of Previous Meeting – 28 January 2019**

It was **agreed** that the minutes of the meeting held on 28 January 2019 be accepted as a true record.

## 19/28 Matters Arising from the Minutes 28 January 2019

Speeding vehicles (minute 19/3) – the Clerk advised that he had received a positive reply from EDF (this email had been circulated to Members for information).

Community Field Tree Planting (minute 19/9) – Clerk had written thanking everyone who had donated. It is also intended to purchase a curved teak seat and the Clerk stated that he had now received confirmation from the District Council that a grant of £250.00 would be forthcoming towards this. Thanks were again recorded to Cllr Gower.

Dunwich Heath Car Park (minute 19/12) – a letter has been sent to the National Trust. Response awaited.

Webmaster vacancy (minute 19/15) – Clerk will now contact the provider 'onesuffolk' to enquire whether they can offer assistance.

Love Lane Parking (minute 19/17) – a list of addresses in the immediate area has been drawn up. Clerk to now send out communication.

## 19/29 Council Finances and Accounts

### (a) Income

Income received to date noted. A breakdown of the individual donations received towards the commemorative trees had previously been circulated.

### (b) Expenditure

Expenditures to date were acknowledged and approved.

### (c) Invoices and Payments

The following invoices and donations were **agreed** for payment:-

From	Item	Amount
CJ.Freeman	Materials for filling in pot holes – The Common car park	£116.74
P.Hargreaves	Common Working Party – provisions	£30.00 *
R.Jones	RSPB Handbook – Heathland Management	£19.95
SALC	Election Briefing Session for Clerk	£30.00
Ian Haines	Clerks expenses inc overtime (£150.24) & salary (£414.00) February	£564.32
Sizewell Parishes Liaison Group	Annual Subscription	£30.00
Information Commissioners Office	Renewal of Data Protection Registration/Fee	£35.00**
Jim's Mowing	Clearance work on The Common	£1,925.00
Westleton Village Hall	Donation towards building works – this pledge having previously been agreed/earmarked	£5,000.00

\* Payment of £20.00 was agreed at the last meeting (minute 19/7) but Cllr R Jones has requested a further 'top up' of £30.00 as £50 is normally the total amount provided.

\*\* The Parish Council **agreed** the setting up of a Direct Debit to deal with these payments which are required on an annual basis. In doing the Council will receive a discount of £5 off the normal cost.

### 19/30 Planning applications

From	Item	Details
Greenways, Mill Street, Westleton	DC/19/02455/VOC	Request to amend conditions to an approved planning application. In this case a change to car entrance and addition of pedestrian path

**Deadline for comments 25/2/19:**

**No objections**

From	Item	Details
Fen Lodge, Fenstreet Road, Westleton	DC/19/0060/FUL	Proposal to install a 3 <sup>rd</sup> 'Shepherds Hut' and a composting toilet and shower.

**Deadline for comments 26/2/19:**

**No objections**

### 19/31 Community Field

Cllr R Swindell advised that work on laying the new wood chippings for the playground had been completed the previous weekend.

As previously reported, the Community Field Advisory Group are looking to carry out an upgrade of the boules court. Specification and estimates for the work are being obtained.

In relation to minute 19/28 above, it was **agreed** that the Clerk should now place an order for the teak seat. Cllr A Clough to furnish supplier details. Cllr J Alexander also going ahead with production of a special stainless steel plaque.

### 19/32 Sizewell C – Stage 3 Public Consultation

Noted that the TEAGS public event held at Theberton Church the previous Saturday had been attended by over 350 people. Many objections were raised from the floor of the meeting and the rounding-up statement at the end of the meeting was that all individual residents with concerns regarding the proposals should respond directly by email or letter to [info@sizewellc.co.uk](mailto:info@sizewellc.co.uk)

The Clerk advised that unfortunately it had not been possible to agree a final date with EDF Energy for a presentation to be held in Westleton but a general open invite had been extended by Darsham Parish Council to attend a public meeting on Saturday, 2 March at Darsham Village Hall.

The Parish Council's own response to the proposals will need to be signed off soon and it was **agreed** that Cllr R Swindell should prepare a draft and circulate for comment. It was appreciated that there are very clearly large environmental concerns and issues effecting the wider area but it felt focus should be given over directly to the impact on Westleton.

### 19/33 Common

Cllr Jones gave a report.

Changes in the administration of the HLS Grant noted. Parish Council now receive 25% of funds at start of year and remaining 75% at the back end.

Noted that Tracey Housely from the Suffolk Wildlife Trust had recently been given a tour of

the site as well as a briefing on the Management Plan and day to day running.

Community Payback Team – group have been on site over 12-14 February.

Fungi recording – Neal Mahler is taking over this role from Shelia Francis.  
Notices will be placed in the area to advise visitors of the existence of beehives.

Gorse/Scrub Clearance – further to the decision taken last time under minute 19/13, Cllr N Shearme confirmed that the growth clearance in question had all been successfully completed. The Parish Council, in turn, were pleased to note that risk highlighted had accordingly been promptly dealt with.

### **19/34 Tree Warden Report**

Cllr A Clough reported that John Willis the Arboricultural Manager for Norse had now responded and confirmed that one of the lime trees near to the duck pond is scheduled to have a central dead stem removed. The tree in question also has Phytophthora (bleeding canker). The work is not regarded as urgent and will be carried out within the next 3 months. The other lime trees will be monitored but there is no safety work to be carried out at present. The Parish Council noted this position.

Other concerns raised about the branches of some trees being in close proximity to overhead cabling and it was felt that the Clerk should take this up with the utility company.

Comments were also made about Lavender Cottage and the overgrown hedge. It was **agreed** that the Clerk should also look to take up this matter.

Reference was also made to the need to cut back a section of the Community Field hedge and it was **agreed** that Cllr N Shearme should approach the landowner.

### **19/35 Village Hall Works & Improvements**

We noted the closure arrangements which will now apply. Given the circumstances, the Parish Council will look to find a temporary venue for our meetings from 1/7/19 until the building works have been completed. We are therefore working on this basis that Monday 24 June will be the last PC mtg before the wholesale closure. Clerk to investigate position with regard to alternative venues and report back.

Bottle banks – it became evident that the Village Hall Trustees required the bins to be permanently removed before the building work commences on site in mid April. No suitable site sprang to mind so it was **agreed** to temporarily remove them altogether until a suitable location found. Villagers to be kept advised.

Clearance of the Hall - Julian Alexander agreed to take responsibility for removing the trophies [and cabinet] as well as the board showing Chair persons. He will put in storage. There is also, a mower stored in the shed and again Julian offered to take away if required.

### **19/36 New Laptop for Use by the Parish Clerk**

Authority **agreed** for the Clerk to proceed with the purchase a new laptop specifically for official use at a guidance price £400. This move seen as good practice to replace arrangements currently in place and in line with Data Protection requirements. Equipment will remain the property of Westleton Parish Council and compliment other recent additions such as the shredder, printer and secure filing cabinet.

### **19/37 Correspondence**

Councillors were advised of the following:

- (a) 'Westleton Welcome' – new initiative being launched aimed at organising event for new residents - **agreed** that a donation of £50 be made to assist with costs.
- (b) SCDC Elections Team – Nomination Forms distributed. Clerk to assist with co-ordinating arrangements. Further details to be emailed.
- (c) SCDC Conservation Team – changes to Westleton boundary noted.

### **19/38 – Date of Next Meeting**

To note that Council next meets on Monday, 25 March 2019 at 7.30pm.