

WESTLETON PARISH COUNCIL

The minutes of the Westleton Parish Council held at 7.30pm on Monday 25 July 2022 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 Barry Banks, Cllr Antony Clough, Cllr Colin Fisher, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Andrew Turner

In Attendance

Cllr Richard Smith (SCC for minutes 22/126 – 22/129 only),
Cllr Norman Brooks (ESC for minutes 22/126 – 22/129 only)
Ian Haines (Clerk)

PRE AGENDA MATTERS

Contributions from members of the public.

There was one member of the public present who spoke about concerns with speeding in the village. Cllr A Turner (as the lead person on the Speedwatch Group) explained the current situation and offered to follow up and hold further discussions on the subject outside the meeting.

AGENDA

22/126 Introductory remarks and apologies for absence:

Apologies: Cllr Amanda Freeman & Cllr Chris Freeman.

22/127 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 I Johnson received a cheque reimbursement from the Parish Council - see minutes 22/133 and also 22/139.

22/128 Pre Agenda Report from SCC Councillor

Following comments/concerns raised by Members at the last meeting, Cllr Smith advised that the recent high temperatures had led to the bitumen bleeding through the road surface on the A12 where it had been resurfaced. As a remedial measure the County Council were proposing to apply granite dust to address the problem. With regard to the drainage work which had been undertaken on the B1125 Blythburgh Road near Potton Hall, it was noted that an Engineer had been out and it appeared the particular flood had occurred due to exceptional heavy rain at the time. The site had been checked and no problems identified but the situation will be monitored.

Cllr Smith referred to the recent announcement that the Sizewell C planning application had been approved by the Government. It was noted that EDF had, in turn, put out a special edition Community Newsletter which is being dropped to all households in the area.

Following a question, it was confirmed that the appointment system is still in operation at the Leiston Recycling Centre to help with flows and prevent traffic build up/queueing.

22/129 Pre Meeting Report from ESC Councillor

Cllr Brooks reported that the District Council were purchasing 14 refuse trucks as part of a fleet upgrade of greener vehicles.

He commended ongoing work which was being carried out to construct the new Lowestoft third river crossing. The project is due to be completed in the autumn of 2023.

The First Light festival in Lowestoft had again been a success. Also new beach huts and promenade improvements had been well received.

Carlton Colville, Kessingland, Southwold and villages Community Partnership – Cllr Brooks stated that he chairs the local group. The Clerk advised that Gemma Fraser would be attending the next Parish Council meeting to explain more about the work.

22/130 Minutes of Previous Meeting – 27^h June 2022

It was **agreed** that the minutes of the meeting held on 27th June 2022 be accepted as a true record.

22/131 Matters Arising from the Minutes 27^h June 2022

No matters arising.

22/132 New National Code of Conduct

Further to minute 22/115, Members were asked to sign up to confirm their commitment to abide by the principles set out in the document. Clerk to hold as a record.

22/133 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
Ian Haines	Clerk expenses (£45.60) & salary (£451.26) – July	£496.86
John Bebbington	Reimbursement of stationery expenses etc in production of Common Management Plan	£34.71
Ian Johnson	Return of item/order sent back via Parcel Force	£14.95
Chris's Tree Services Ltd	Emergency tree work (H&S)	£250.00
Guy McGregor Assocs	Payroll services - quarter	£16.20

22/134 Community Field

With Roy Swindell's imminent move out of the area, the group will need to look at future arrangements for gate opening. The noticeboard poster at the entrance will also need to be updated. It was **agreed** that, in view of Roy's contribution over the years, a small gift should be purchased [also for John Bebbington in recognition of his auditor work].

The Clerk reported he had drafted an article for the website with the aim of helping to promote the playing field and seeking new volunteers to come forward. Photographs will also be added (to include a possible aerial drone shot - Cllr B Banks to investigate).

It was noted that options are still being looked for replacing the wooden borders which house the wood chippings around the play equipment. Costings and use of type of materials to be further assessed.

22/135 Common

Cllr N Shearme stated that following discussion last time (minute 22/114), details of the Management Plan had now been published for public comment. One boundary line issue had subsequently been raised which is being handled by the Secretary (John Bebbington).

Concerns were raised with reference to the current very hot/dry weather and tinderbox condition of the ground and vegetation which presented a very real fire risk as demonstrated by the recent spate of incidents across Suffolk. In the circumstances it was agreed that urgent measures needed to be taken to clear larger fire break areas which border onto properties. Clerk to check authorization with Natural England & Suffolk Wildlife Trust subject to which clearance work be undertaken as a matter of urgency. [Cllr N Shearme to speak to Mark Collins to obtain estimates etc].

In view of the above, Members also felt that now would be a justified time to move forward with the proposal to install drop down posts to provide an emergency vehicle access point from Mill Street car park area (as previously agreed with the Fire Brigade and the Suffolk Wildlife Trust).

22/136 Planning applications

From	Item	Details
Grange Farm Yoxford Road, Westleton	DC/22/2276/EIA	Proposed Reservoir
	Status:	Deadline for observations: 20/7/22 Response: No objections
From	Item	Details
2 Gorse View Westleton	DC/22/2392/FUL	Erection of workshop/garage
	Status:	Deadline for observations: 26/7/22 Response: No objections
From	Item	Details
8 Gorse View Westleton	DC/22/2642/FUL	Construction of single storey rear extension and porch
	Status:	Deadline for observations: 10/8/22 Response: No objections

22/137 Other Planning Related Matters

Neighbourhood Plan

Further to previous discussion on this subject, Cllr A Turner stated that he had approached a number of other Parish Council's in the area who have gone through the process of producing a Neighbourhood Plan to establish the worth. Details to be considered at September meeting.

Conditions for planning applications near Westleton Common

The 30 May 2022 WPC meeting minutes noted under “The Common” 22/97 that: *It was **agreed** that to help protect the Parish Council’s best interests the Planning Sub Committee should consider drawing up a set of conditions/criteria which could be applied to any future new build development or planned building works taking place around the perimeter and/or adjacent to the site. Action Cllr A Turner.*

A first draft of these *conditions* has been circulated. The Planning Sub Committee will now convene to examine.

Sizewell C

A collective meeting of all the local Parish Councils is being arranged.

The Environment Agency have announced a public consultation which runs from 4 July – 25 September on their draft decisions for three environmental permits. Cllr Turner attended at a recent event held in Aldeburgh and will respond to the document.

EDF Traffic Mitigation Plans for Westleton

No new update/s.

22/138 Tree Warden Report

Cllr A Clough reported that unfortunately due to the very hot/dry spell of weather the oak tree which we planted on the village green to commemorate the Platinum Jubilee has died. This is despite it was being watered on a regular basis by 4 sets of volunteers. Clerk to contact East Suffolk DC to see if it is possible to obtain a replacement.

A previous request had been made for John Willis from Norse to come out and undertake an inspection of the mature lime trees on the village green which were seen as being at possible risk. Clerk to chase this up. Quotes for undertaking a canopy trim have been received but no action to be taken on this until we have heard back from Norse. Ideally we would like a certificate and also confirmation that they would be prepared to carry out work to reduce the bows.

On a related matter - the area to the side of the village pond around the steps/viewing platform is overgrown and a cutback is required. Clerk to take up.

22/139 Jubilee Bench

The metal circular bench had been returned to the manufacturer as it was deemed substandard and not fit for purpose. Cllr I Johnson reported that an approach will be made to Paul Richardson or another similar person to construct something.

Agreed that a walk around should take place to identify likely sites where the Jubilee Bench can be best located. Note: subsequently arranged for 17.00 on Tuesday 9th August.

22/140 Asset & Insurance Register 2022/23

Minor changes/updates have been made to the Parish Council's Asset Register as part of a regular annual review.

Reference was made to the defibulator unit and the need to ensure that it is maintained and fully functional. Cllr I Johnson to speak on this to Catriona Hopkins.

22/141 Risk Assessment 2022/23

Agreed that the Council's Financial Risk Assessment model for 2022-23 be approved, subject to the Clerk adding a section to cover the Common fire risk.

Noted that unfortunately there had been recent incidents of break-ins around the village. Parishioners to be encouraged to be vigilant and ensure sheds/outbuildings in particular are kept secure.

22/142 Clerk – Annual Leave

Clerk is set to be on extended annual leave from Monday 3 October to Monday 14 November inclusive. This will be leave taken from 2022/23 financial year. Cover arrangements will be put in place as necessary for the period.

22/143 New Year fireworks

Cllr N Shearme advised that he had been in touch with the supplier. It was **agreed** that a maximum spend of £1583.00 inc vat should set towards the New Year Day fireworks.

22/144 Westleton – Environmental Issues

Cllr J Alexander highlighted a number of footpath and road maintenance issues of concern. The Clerk advised that all these details had been logged on the SCC Highways website.

The issue with litter bins not being emptied on a regular weekly basis had been raised as a stage 2 complaint with East Suffolk Council.

Contact details for Anglia Water in reporting any sewage problems = <https://www.anglianwater.co.uk/help-and-advice/report-an-issue> or telephone Customer Services 03457 145 145.

22/145 Affordable Housing Project

A statement has been sent to Orwell Housing Association in support of their [pre] planning application. Cllr Turner was thanked for his work on this.

22/146 Correspondence to the Council

Councillors were advised of an email from Mrs L Tyler regarding the Poppy Appeal.

In the circumstances, Cllr I Johnson volunteered to take on the local co-ordinating role this year and to liaise with the British Legion. Clerk to provide contact details.

22/147 Date of Next Meeting

To note that the Council next meets at 7.30pm on Monday **26 September** 2022.