

# WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council at the meeting held at 7.30pm on Monday 25<sup>th</sup> March 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 Antony Clough, Cllr Paul Holmes, Cllr Roy Jones, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Roy Swindell

## **In Attendance**

Cllr Michael Gower (SCDC) – for minutes 19/39 – 19/50 only,  
Cllr R Smith (SCC) – for minutes 19/39 – 19/48 only, Ian Haines (Clerk)

## **PRE AGENDA MATTERS**

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

There was 1 member of the public present who spoke in relation to the Westleton House planning application and related boundary issue. Further discussion on this took place under minute 19/49 below.

## **AGENDA**

### **19/39 Introductory remarks and apologies for absence:**

Cllr A Smith in the Chair.

Apologies - Cllr Ian Johnson (Chair) and Cllr Chris Freeman.

### **19/40 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 R.Swindell and N.Shearme advised that they were receiving cheques from the Parish Council for purchases/work carried out - see minute 19/45.

### **19/41 Pre Agenda Report from SCC Councillor**

The main 'outside' focus of work at present has been to formulate the County Council's response to the EDF consultation. Cllr Smith praised the Parish Council's own proposed submission – see minute 19/48 below.

### **19/42 Pre Meeting Report from from SCDC Councillor**

Cllr Gower spoke about the Planning changes which were being introduced as a result of the formation of the new East Suffolk Council. Westleton will, in future, be part of the **Northern** Area Team. It was suggested that after the May Elections, the Parish Council should look to forge closer links with the Chair & Deputy of the Planning Committee and with it, the opportunity to highlight issues and challenges faced within the village.

### **19/43 Minutes of Previous Meeting – 25 February 2019**

It was **agreed** that the minutes of the meeting held on 25 February 2019 be accepted as a true record.

## 19/44 Matters Arising from the Minutes 25 February 2019

Love Lane Parking (minute 19/28) – Clerk confirmed that letters had gone out to properties in Mill Street.

Community Field – Teak Seat (minute 19/31) – delivery of this has been received.

Laptop for use by Clerk (minute 19/36) – noted that cost may exceed figure previously earmarked as per email which had been circulated. Clerk to further source.

## 19/45 Council Finances and Accounts

### (a) Income

Income received to date noted.

### (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
Premier Toilet Hire	Toilet Hire for The Common (12/2 – 18/2)	£108.00
Catriona Hopkins	'Westleton Welcome' – donation	£50.00
R.Swindell	Community Field – Purchase of container & broom	£48.24*
Ian Haines	Clerks expenses (£58.34) & salary (£414.00) March	£472.34
Chairs & Tables Ltd	Commemorative Seat for Playing Field	£350.00
Jims Mowing	Hedgecutting - Community Field	£125.00

\* An unpresented cheque no 101729 will be replaced. If the original found it will be destroyed

## 19/46 Planning applications

None received over last 4 weeks.

## 19/47 Community Field

Cllr R Swindell advised that he had obtained quotes for the following:-

- (1) x2 football goal nets and clips - £64.12 inc VAT & delivery
- (2) x2 netball nets - £7.98 inc VAT

It was **agreed** to go ahead with these purchases.

Cllr J Alexander stated that he would now carry out repairs to the basketball/netball supports and submit an invoice.

It was also **agreed** that following the recent tree planting which had been carried out, it would be prudent to acquire a hose reel of sufficient length (150 m). The cost of this would be approximately £120.

Reference was made by Cllr J Alexander to the mower which had recently been removed from storage in the Village Hall shed. It had been discovered that some oil leakage had occurred in the cylinder and a quote had been obtained of approx £35-40 to carry out the repair. It was **agreed** that this should be undertaken and the piece then to be stored at the Community Field thus providing a backup.

Cllr R Swindell reported that he had recently banked a total of £382 which represented 12 months in donations from users. It was somewhat disappointing to note that, despite high usage, the figure was diminishing year on year and it was felt that it would be a good idea to erect a new prominent notice near to the play area.

Boules Court – latest update noted. Cllr R Swindell will now submit a grant application to the District Council.

### **19/48 Sizewell C – Stage 3 Public Consultation**

The Parish Council **agreed** a formal response to be sent to EDF – this is appended to these minutes for information. Cllr R Swindell was thanked for all his hard work and input.

### **19/49 Westleton House**

The recent planning application had highlighted what appeared to be an anomaly in relation to the boundary and also the legal status of the land. It was **agreed**, given the circumstances involved, that a letter of substance should be drafted in the first instance to go to SALC in order to seek further advice.

The Parish Council took the opportunity to recognise and thank the member of the public present for his research/involvement.

### **19/50 Barrel Fair – Storage**

The Barrel Fair Committee are intending to purchase a new shed to house all their related equipment and were seeking to locate this on the Community Field site (adjacent to the existing storage shed in use there). The Parish Council raised no objection and so this was **agreed**.

### **19/51 Removal of Bottle Bank**

Further to minute 19/35, the Clerk confirmed that he had been in touch with Suffolk Norse and they are due to remove the existing bins from the village hall site on or around 5 April due to the building works about to start.

At the last meeting, there had been discussion about potential sites for eventually relocating the bins to a permanent location in the village and given different considerations involved, the Parish Council now favour the idea of using a site on part of The Common car park. It was therefore **agreed** that the Clerk should contact Norse to arrange a site meeting to look at the viability etc. Cllrs R Jones and J Alexander to be involved.

### **19/52 Common**

Cllr Jones gave a report following a meeting of the group on 22/3/19. Noted that it is intended that the Annual Safety Audit will be conducted on 3/4/19

The Annual Report had been emailed round by John Bebbington and is on the website.

### **19/53 Tree Warden Report**

Clerk will chase up concerns about Lavender Cottage and the overgrown hedge.

### **19/54 Venue for Parish Council Meetings During Closure of Village Hall**

Further to minute 19/35, the Clerk advised that he had made enquiries and secured a booking for the use of the Reading Room in Dunwich as a temporary venue. The June Parish Council meeting will therefore be the last in Westleton until further notice.

Cllr J Alexander stated that he had removed all the items belonging to the Parish Council into storage as agreed last time out.

### **19/55 'Westleton Welcome'**

The first event, which is being co-ordinated by Catriona Hopkins, is due to take place on Friday, 29 March. The Parish Council will have a stand which will feature/place emphasis on our community work associated with The Common, Playing Field site & Bonfire/New Years Day Fireworks.

### **19/56 Webmaster Vacancy**

It was announced that a successor had been found and appropriate training would be offered through onesuffolk.

### **19/57 Parish Map**

A first 'mock up' was circulated. Clerk to act and give feedback to designer. It is hoped that a fully populated map can be submitted to the next meeting for approval.

### **19/58 Correspondence**

Councillors were advised of the following:

- (a) Westleton Village Hall Trustees – letter of thanks received in connection with donation.
- (b) Dunwich Heath Car Parking – response received from National Trust in the light of which it is now proposed that a petition should be launched in the village.
- (c) Westleton Womens Institute – approval given to temporary siting of wicker windmill on a small site.
- (d) Glebe Meadow Public Consultation – public event taking place at St Peter's Church on 29 & 30 March.

### **19/59 – Date of Next Meeting**

To note that the **Annual Parish Meeting will be at 7pm on Monday 29<sup>th</sup> April 2019**

To note that the Council next meets at 7.30pm on Monday 29<sup>th</sup> April 2019.