

# **WESTLETON PARISH COUNCIL**

The minutes of the meeting of Westleton Parish Council held at 7.00pm on Monday 25 September 2023 in Westleton Village Hall.

*Ian Haines*  
**Clerk of the Council**

## **There were Present**

Cllr Andrew Turner (Chairman), Cllr Julian Alexander, Cllr Barry Banks, Cllr Colin Fisher, Cllr John French, Cllr Nick Shearme, Cllr David Watson

## **In Attendance**

Cllr Richard Smith (SCC for minutes 23/163 – 23/167 only)  
Ian Haines (Clerk)

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## **23/163 Sizewell C – Update and Presentation from EDF**

Representatives from the EDF Community Relations Team (Richard Knight and Zoe Botten) attended to give an update presentation as part of their community involvement strategy – copies of the slides used are appended to these minutes. A full question and answer session then followed. There were 29 members of the public present.

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Cllr A Turner reported separately on ongoing discussions taking place with EDF, SCC & ESC on Traffic Mitigation Plans for Westleton ahead of the main building/construction taking place. It is intended that a full public consultation event will be organised in the village to obtain the views of residents on these proposals.

[At the conclusion the meeting was adjourned for 5 minutes to enable the room to be reset].

## **23/164 Introductory remarks and apologies for absence:**

Apologies were received and accepted from Cllr Paul Holmes, Cllr Ian Johnson, Cllr John Matthews, Cllr Ian Webber & District Cllr Paul Ashton.

## **23/165 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 C Fisher to receive a cheque reimbursement from the Parish Council - see minute 23/171 below.

## **23/166 Open Public Forum – Contributions from Members of the Public**

There were 2 members of the public present. The residents (Mr & Mrs Silver) spoke briefly in relation to building work taking place at their property.

## **23/167 Pre Agenda Report from SCC Councillor**

Sizewell C – noted that a Judicial Review is to take place to look at water supply issues.

Local Footpath Matters – Cllr I.Webber had recently raised/taken up several local concerns relating to ploughed rural footpaths and missing direction signs (see also report under minute 23/175 below).

20 mph speed limit in villages – Cllr A.Turner stated that the 8 local parishes are pressing hard for a range of traffic speed and volume measures to be introduced if/when Sizewell C is approved. However, there seemed a reluctance for SCC to support speed restriction proposals. [Notes taken from the most recent meeting held between the parishes, EDF, SCC and ESDC on 19/9 had been circulated]. Cllr Smith explained that in these instances certain criteria had to be met together with clear supporting evidence.

### 23/168 Pre Meeting Report from ESC Councillor

No report this time.

### 23/169 Minutes of Previous Meeting – 31 July 2023

It was **agreed** that the minutes of the meeting held on 31 July 2023 be accepted as a true record and signed by the Chair.

### 23/170 Matters Arising from the Minutes 31 July 2023

New Dog Bin, Minsmere Road – minute 23/145 – this has now been installed. As previously suggested, the Clerk will make arrangements for stickers to be ordered and placed on all bins which give a telephone number (0333 016 2000) to call for ‘overflowing bins’. An audit will also to be undertaken locally of all waste/litter bins and checks then made with East Suffolk Services Ltd to ensure records correspond with scheduled collection rounds.

Cleeves Studio - minute 23/146 – the Chair reported on details of a follow up communication from Mr & Mrs Sury which had been received and circulated. Members were invited to send back comments/views on the options presented by Friday 29/9.

### 23/171 Council Finances and Accounts

(a) **Projected Year End Figures** – second quarter details noted. As at 21/8/23 Current Bank a/c stands at £25,721 & Savings a/c £24,628.

(b) **Income 2023/24** - Income to date was acknowledged and approved.

(c) **Expenditure 2023/24** - Expenditures to date were acknowledged and approved.

(d) **Invoices and Payments** – The following invoices were **agreed** for payment

From	Item	Amount
Ian Haines	Clerk expenses (£59.90) & salary (£484.80) – Aug	£544.70
Westleton Village Hall	Meeting Hire	£90.00
Mr C Fisher	Community Field Grass cut	£100.00
Toilets + Ltd	Community Field (21/7 - 17/8)	£187.20*
HJG Gardening	War Memorial grass cut/treatment (July)	£95.00
Lees Mechanical Services	Welding of gym equipment on Com Field	£85.00
HJG Gardening	War Memorial grass cut/treatment (Aug)	£50.00
Clarkes of Walsham	X2 1.8m sawn oak posts (Com Field)	£77.18*
Ian Haines	Clerk expenses (£53.60) & salary (£484.80) – Sept	£538.40
Toilets + Ltd	Community Field (18/8 - 14/9)	£127.20*

Toilets + Ltd	Common WP (18/9 - 20/9)	£155.40*
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\* Payment made by Debit Card

The Clerk also reported that the Chair had accepted a recent quote from HJG Gardening to undertake additional pruning and a tidy up of the site ahead of Remembrance Sunday. The cost of this would be £80.

### 23/172 Feedback from Working Parties

- (a) **Common** – The draft minutes from the CAG meeting held on 14/9/23 had been circulated. Cllr N Shearme also reported that the Suffolk Coast & Heaths Volunteer Group had attended on 19/9 to undertake clearance work. A further visit is planned for 24/10. It was **agreed** the portable catering table should be replaced and a new one ordered at an approximate cost of £35. Approval also given to order x3 long handled loppers.

Confirmation had been received that Warrior Fire & Rescue would again be able to attend the New Years Day fireworks event.

Reference was made to the proposal to install drop down posts to provide an emergency access route from the Mill Street car park entrance and it was noted that posters/notices had now been displayed.

- (b) **Community Field** – various planned repair work/s are underway and will hopefully be completed prior to the annual H&S inspection scheduled for October. A general site tidy had also been undertaken. Arrangements to be made to cut the boundary hedge. [Cllr A.Turner to speak further with Cllr P.Holmes on his return about toilet provision and the donations box].

- (c) **Car Parking** - Cllr B Banks reported that he and Cllrs Turner & Johnson had undertaken an initial walkabout to examine possible sites for off road parking. There were very limited options available but the District Council had been approached (re The Green) and a response is awaited.

- (d) **Allotments** - Cllr J Alexander updated on discussions taking place with regard to a site which has been identified between Blythburgh Road and the Playing Field. The particular advantage with this being that car park provision and a readymade water supply already exist.

- (e) **Affordable Housing** - Cllr C Fisher advised he had received an email from Greg Dodds at Orwell HA to the effect that a new Housing Needs Survey will need to be conducted in order to have any chance of moving the project forward. To this end, it is hoped that a stakeholder meeting can be convened in the near future.

### 23/173 Planning applications

From	Item	Details
Vale House, Fenstreet Road, Westleton,	DC/23/3214/FUL	Repair, extension and part change of use of existing single storey outbuildings.
	<b>Status:</b>	<b>Deadline for observations: 14/9/23</b> <b>Response: No objections</b>

From	Item	Details
Vale House, Fenstreet Road, Westleton,	DC/23/3215/LBC	Repair, extension and part change of use of existing single storey outbuildings.
	<b>Status:</b>	<b>Deadline for observations: 14/9/23</b> <b>Response: No objections</b>

From	Item	Details
Central House, The Street, Westleton,	DC/23/3327/FUL	Renovation of existing garage, store and garden room to create carport, store and loggia.
	<b>Status:</b>	<b>Deadline for observations: 20/9/23</b> <b>Response: No objections</b>

From	Item	Details
Vault Hill Cottage, Sheepwash Lane, Westleton,	DC/23/3338/FUL	Two storey side extension with bird watching terrace, single storey extension to the north west side and external remodel including bird and bat boxes.
	<b>Status:</b>	<b>Deadline for observations: 27/9/23</b> <b>Response: No objections</b>

### **23/174 Other Planning Matters**

Further to minute 23/148, a response had been received from Arbora Homes giving reassurances to the effect that the tree/s would be protected and that there would be no weekend working.

### **23/175 Tree & Footpath Warden Report**

Cllr I Webber had provided an update report (previously circulated) in respect of several ongoing concerns affecting footpaths to the north of the village.

### **23/176 Data Protection Policy & Data Retention Policy**

A review has been carried of the Parish Council's Data Protection Policy & Data Retention Policy to ensure these are fully up to date and compliant. There are no changes to the existing Data Retention Policy but a minor amendment to para 12 has been made to the Data Protection Policy so that this cross referenced with the new Subject Access Request Policy - see minute 23/177 below.

**Agreed** that the above change be adopted.

### **23/177 Subject Access Request Policy**

In line with good practice it was **agreed** that the Parish Council should adopt and publish details of a procedures in place for dealing specifically with Subject Access Requests.

### **23/178 Complaints Policy**

**Agreed** that the Council's new Complaints Policy be formally adopted and published. Membership of the Complaints Sub Committee still to be finalised.

## **23/179 Remembrance Sunday – 12 November 2023**

The Clerk confirmed arrangements in place. Cllr Ian Johnson is acting as the main local contact point in relation to the British Legion Poppy Appeal.

## **23/180 Correspondence**

Councillors were advised of the following:

- (a) National Grid – Lionlink – supplementary non statutory consultation. The Parish Council were dismayed to note that an alternative Southwold cable corridor and Walberswick landfill site were now being put forward. There seemed no sense to this or the earlier proposals given that there is a much better alternative to run offshore grids through the North Sea Corridor with landfill at brownfield sites closer to where the power is needed and so it was **agreed** that strong opposition should be made. The consultation period runs from 8/9 to 3/11/23 and residents/individuals were encouraged to log their objections by using the following methods:-

Website: [nationagrid.com/lionlink](http://nationagrid.com/lionlink)

Website: [LionLink consultation materials | National Grid Group](#)

Phone: 0800 083 1787

Other useful source material is appended to these minutes and can also be found at:

[www.suffolkenergyactionsolutions.co.uk](http://www.suffolkenergyactionsolutions.co.uk)

[www.sases.org.uk](http://www.sases.org.uk)

[www.saveoursandlings.org.uk](http://www.saveoursandlings.org.uk)

- (b) Village Green – ESC has carried out some minor health & safety work in the vicinity of the pond by removing x2 old flower barrels and levelling ground/filling in a hole. [Note: the Parish Council are in the process of ordering x7 replacement barrels for the whole village – it is hoped delivery can take place within the next 2/3 weeks so that all the old barrels can be replaced].

Reference was again made to the damaged picnic tables stored/located underneath the lime trees. A group will meet on Saturday 30/9 to break up and use as firewood for the New Years Day bonfire.

- (c) Churchyard Tidy Up/Clearance – there was an article in ‘The Fisherman’ advising this will take place on Saturday 14/10. Any volunteers who can lend help and assistance gratefully received.

## **23/181 Date of Next Meeting**

To note that the Council next meets at 7.30pm on Monday 30 October 2023.