

WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council online meeting held at 7.30pm on Monday 26 April 2021.

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 C Fisher, Cllr Nick Shearme, Cllr Andrew Turner

In Attendance

Cllr Norman Brooks (ESC for minute) 21/18 – 21/22 only Ian Haines (Clerk)

PRE AGENDA MATTERS

Contributions from members of the public.

There were no members of the public present.

AGENDA

21/18 Introductory remarks and apologies for absence:

Apologies: Cllr Chris Freeman, Cllr Amanda Freeman, Cllr Andrew Paige & Cllr Richard Smith (SCC)

21/19 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 Colin Fisher declared an interest in respect of a planning application recently submitted under reference DC/21/1805/FUL. Note: For the record, although not present at this meeting, Cllr Chris Freeman (as a Member of the Planning Sub Committee) also wished to declare a similar interest – see minute 21/28 below.

21/20 Pre Agenda Report from SCC Councillor

No report this time.

21/22 Pre Meeting Report from ESC Councillor

Cllr Brooks gave a brief report/update.

21/23 Minutes of Previous Meeting – 29 March 2021

It was **agreed** that the minutes of the meeting held on 29 March 2021 be accepted as a true record.

21/24 Matters Arising from the Minutes 29 March 2021

There were no matters arising.

21/25 Audit 2020/21 & Annual Governance & Accountability Return

A report on the 2020/21 Internal Audit had been submitted from John Bebbington which showed general compliance throughout.

For information, a year end bank reconciliation statement has also been circulated showing that the Parish Council had a closing balance of £13,895.45 in the Current Bank account and £14,130.63 in the Savings Bank account. The Final Year End Income & Expenditure sheets for 2020/21 had also been circulated.

The Clerk referred to comments made by the auditor in relation to payments to Westleton Parish Council Members [or family members] for work done. A reminder was given that for any work or purchases exceeding £3,000 the Council must obtain at least 3 quotes to demonstrate the best price/quality possible. In response to a question the Clerk advised that he intended to look again at the Council's Standing Orders and Financial Regulations to see if any areas required review and would submit details to a future meeting.

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 2020/21 Audit should accordingly be received and noted and
- (2) That the Annual Governance & Accountability Return (Part 2) for 31/3/21 be signed off and submitted to PKF Littlejohn.

21/25 Council Finances and Accounts

(a) Income – No report this time round.

(b) Expenditure - No report this time round.

(c) Invoices and Payments – The following invoices were **agreed** for payment:-

From	Item	Amount
Ian Haines	Clerk expenses (£70.90) & salary (£414.00) – April	£484.90
SALC	Annual Subscription for 2021/22	£266.74
Ian Haines	Printer cleaning kit (purchased through personal Amazon Account)	£17.98
Premier Toilet Hire	Com Field Hire Period 29/3/- 12/4	£108.00
Guy McGregor Assoc	Payroll services quarter bill	£16.20
Zoom Video Comms	Monthly subscription for Online Mtgs (unlimited time)	£14.39*
Acecom Solutions	Printer service	£5.00*

* Payment made by Business Debit Card

21/26 Community Field

An update provided by Cllr A Freeman had been circulated via email.

Agreed to the purchase of some treated timber so that repairs can be undertaken to the play equipment at an approximate cost of £100. Also, to the purchase of 25 litres of preservative to coat/paint the shed.

It was also noted that an order has been placed for a new netball post and that works to top dress the Boules court had been completed and the facility is now ready again for use.

Noted that there is still an ongoing problem across the site with rabbits causing ground damage.

A provisional date had been set for the next full meeting of the Working Party (6/5) and the Clerk will write to confirm arrangements.

21/27 Common

Cllr N Shearme gave an update. It was noted that due to the dry weather fire notices had now been put up across the area.

The annual safety audit is shortly due to be conducted and Cllr Shearme also reported that in the coming weeks a full meeting of the Common Working Party will be convened. One of the decisions will be to identify a location for the Owl Nesting Box.

There had been a small fly tipping incident at one location. Situation to be monitored.

21/28 Planning applications

From	Item	Details
The Vicarage, Darsham Road, Westleton	DC/21/1480/FUL	Alterations and Extensions
	Status:	Deadline for observations: 21/4/21 Response: No objections

From	Item	Details
Minsmere Nature Reserve East Hyde	DC/21/1623/FUL	New accessible pathway
	Status:	Deadline for observations: 14/5/21 Response: No objections

From	Item	Details
Misner Old Hall Lane Westleton	DC/21/1805/FUL	To demolish existing chalet bungalow and build a new two-storey house with separate summer house & cartlodge/garaging with room above
	Status:	Deadline for observations: 21/5/21 Response: Not yet formulated

21/29 Other Planning Related Matters

DC/20/4709/OUT - Demolition of a dwelling and an outline application for up to 18 homes with full details submitted of the vehicular access. | Cherry Lee Darsham Road Westleton – further to minute 21/11, it was noted the ESC Planning had not yet made a decision on the outline application and it is understood that further discussions are being held with the applicant and his agent.

Sizewell C – It was noted that the Planning inspectorate has now started the examination of the Development Consent Order and Cllr Turner outlined the process for making submissions and presentations at the hearing.

Proposed development of 110 dwellings land to the south of Darsham Station – this site is included in the ESC Local Plan and Scott Properties have opened a public consultation exercise. Whilst this land is outside of our Parish boundary, there is concern about density/scale in such a rural setting and in particular the access point being from Westleton Road and with it the traffic/road safety implications associated with this. It was therefore **agreed** that the Clerk set up a Zoom meeting of the Planning Sub Committee with a representative from Scott Properties present to outline more about the proposals.

21/30 Tree Warden Report

Cllr A Clough advised that some crown reduction work had been carried out to a lime tree at the White Horse PH and the contractors had done an excellent job.

21/31 Highways Update

It was **agreed** that the Clerk should write to the Chair of the Suffolk Highways Committee setting out our concerns about the poor state of some of the local roads – in particular maintenance issues and criteria which is applied by County Council for undertaking repairs to ruts/holes along the verges.

21/32 Fly Tipping In & Around the Village

To combat this growing problem, it was **agreed** that the idea of installing covert cctv cameras in and around the Reckford Road layby should be investigated. Cllr B Banks to action further and report back on costings to the next meeting.

21/33 Correspondence

Councillors were advised of the following:

- (a) Stop Sizewell C Group – request for financial assistance to help towards their fighting fund – **Agreed** that a donation of £100 be made (6 voting For 2 Against).
- (b) Emails from Mrs E Blencowe. Clerk to write back thanking Elaine for her recent contributions and help with litter picking in and around the village.

21/34 Speed Watch

It was noted the new portable speed indicator device which had been purchased was functioning well. Cllr A Turner also advised that he hoped to restart the Speed Watch scheme very soon. The latest VAS data had been circulated and details were noted.

Reference was made to minute 21/3 of the last meeting and a question was raised about when the mobile speed cameras (with number plate recognition) would be available. The Clerk stated that he would make further enquiries with the County Council.

21/35 Local Housing Scheme

Given the further time period which has now elapsed, it was **agreed** that the landowner should be given a deadline of 1 June to sign the Option Agreement otherwise we will look elsewhere and pursue other avenues with Hastoe. Cllr C Fisher to contact Mr Watson.

21/36 Bunting

In response to a question, Cllr P Holmes stated that it was the intention to remove the old bunting adjacent to the pond as soon as possible.

21/37 Village Party/Social Event

Cllr I Johnson put forward the idea of holding a special event in the village on the August Bank Holiday weekend – given that the Barrel Fair was not taking place this year. This would be organised as an ‘open air’ event and be subject/in line with Covid Regulations.

It was **agreed** this be supported, and further details will be discussed at the next meeting. Working Party to be set up to coordinate arrangements.

21/38 War Memorial

In response to an enquiry, Cllr I Johnson confirmed that work to cut the grass and tidy the area will shortly be undertaken by volunteers from the Westleton Garden Club. Thanks to be conveyed.

21/39 – Date of Next Meeting

Monday 24 May 2021 at 7.30pm (AGM).

[The Annual Residents Meeting will also take place on the same evening at 7.00pm].