

WESTLETON PARISH COUNCIL

The minutes of the Westleton Parish Council meeting held at 7.30pm on Monday 26 July 2021 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 C Fisher, Cllr Amanda Freeman, Cllr Chris Freeman, Cllr Nick Shearme, Cllr Andrew Turner

In Attendance

Cllr Richard Smith (SCC) & Cllr Norman Brooks (ESC) for mins 21/87 – 21/90, Ian Haines (Clerk)

PRE AGENDA MATTERS

Contributions from members of the public.

There were no members of the public present.

AGENDA

21/87 Introductory remarks and apologies for absence:

21/88 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.

None this time.

21/89 Pre Agenda Report from SCC Councillor

Cllr Smith reported that he was now back on the Cabinet with responsibility for Economic Development, Transport Strategy and Waste. On the latter, it was noted that the booking system at the Leiston Recycling Centre is to continue but a review of the working will be carried out in the autumn.

Cllr Smith also stated that he was offering to make a contribution to all Parish Councils in the Blything Division of £500 from his Locality Funding budget should they choose to mark the forthcoming Platinum Jubilee with a scheme or project. It was confirmed that Westleton are looking to organise an event and Cllr I Johnson was leading on the group responsible.

Cllr A Clough, on behalf of the Parish Council, stated that Members were still unhappy about the condition of some of the local roads and in particular the response/s provided by Suffolk Highways in respect of undertaking pothole repairs and dealing with flooding problems. Cllr Smith explained that the funding/budget restrictions often meant that only essential maintenance works were carried out but asked that the Clerk forward particular details to him in order to follow up. He also confirmed that hedge/grass cutting on verges was carried out twice a year.

Cllr A Turner also referred to the proposed development of 110 homes on land to the south of Darsham station and stated that following discussion at the last Parish Council meeting he had registered road safety concerns with Suffolk Highways. He had yet to receive a response on this.

21/90 Pre Meeting Report from ESC Councillor

Cllr Brooks advised that he had funds available in his Enabling & Communities budget for any local projects. It was **agreed** that the Clerk should put together a submission in relation to the Reckford Road Layby & measures being taken to deal with the fly tipping problem (minute 21/93 below also refers).

A reminder was also given that there had been recent changes introduced to the refuse collection service whereby cooked food waste could no longer be placed in the green bins.

Reference was also made to good progress being made on the new Lowestoft river bridge crossing and separate flood defence scheme. In addition, noted that a bid had recently been placed for the Gt. Yarmouth/Lowestoft area to receive City of Culture status.

21/91 Minutes of Previous Meeting – 28th June 2021

It was **agreed** that the minutes of the meeting held on 28th June 2021 be accepted as a true record.

21/92 Matters Arising from the Minutes 28th June 2021

With reference to minute 21/74, the Clerk reported that he had written to Anglia Water but was still waiting to hear back.

Representative to serve on the Village Hall Committee (minute 21/77) – Clerk advised that the Trustees were considering the proposal which we had put forward for the Parish Council to attend meetings as observers on a rota basis.

Village Environmental Concerns (minute 21/79) – a meeting has been set up to meet with representatives of the Chestnut Hotel group (the owners of The Crown) for Monday, 2 August at 9.00am. **Agreed** that the Chair & V/C should attend together with Cllrs J Alexander & C Fisher,

Roll of Honour Board (minute 21/84) – it was confirmed that arrangements were in hand. Estimated cost for the work is £49.

21/93 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 (£51.90) & salary (£414.00) – July	£465.90
McGregor Assocs	Production of payslips months 1-3	£16.20
Came & Company	Additional Insurance Premium to cover cost of new portable speed indicator device	£32.11
Westleton Garage	Fuel for Working Party	£7.00
Roy Swindell	Reimbursement - Community Field Grass Cut	£50.00
Acecom Solutions	Laptop upgrade	£25.00*

* Payment made by Business Debit Card.

In relation to the notices for the Reckford Rd Layby/Bottle Bank Site, Cllr B Banks reported that the total cost for x3 signs would be £336 + VAT. It was accordingly **agreed** that an order should be placed with Leiston Press.

21/94 Community Field

Cllr C Freeman thanked everyone who had provided help recently with the general maintenance and tidying up of the areas.

A new sign has recently been placed to encourage visitors to make donations to help offset costs in running the facility.

Cllr J Alexander confirmed that one of the mowers had been scrapped and the two strimmer's were being serviced.

At some point soon work will need to be undertaken to recoat/stain the onsite shed.

21/95 Common

Cllr N Shearme reported that a location for the owl nesting box had been identified and this will be put up in the near future.

The New Year Day Fireworks event will be included as a discussion item for the next Parish Council meeting. [Noted in this respect that the supplier had indicated that prices had increased 20% from previous].

21/96 Planning Applications

From	Item	Details
Rosslyn Bakers Lane, Westleton	DC/21/3108/AME	Non Material Amendment on Application DC/20/4722/FUL (Extension, new outbuilding, alterations to existing outbuilding, cladding, installation of new chimney, landscaping changes and garden retaining walls replace windows on front elevations)
	Status:	Deadline for observations: 4/8/21 Response: No Objections

21/97 Other Planning Related Matters

Sizewell C Update – specific hearings have continued and the Parish Council have submitted additional comments/concerns on traffic related issues through the village. We are requesting an urgent meeting with EDF to address.

Neighbourhood Plan – Cllr A.Turner gave feedback from a recent Zoom conference which he & the Clerk had attended. A further assessment will need to be carried out of the advantages and disadvantages involved before any decision or move to consult with residents is taken.

21/98 Tree Warden Report

East Suffolk Planning had consulted on a proposal by the owners of the Old School House to remove x4 trees from the rear garden and carry out landscaping. No objection raised.

As previously reported, Suffolk Highways had felled a large oak tree on the B1125 Blythburgh Road. The remains had been left behind and it was noted that the County Council had stated it is the private land owner's responsibility to remove.

21/99 Internal Control Statement

Agreed that the Council's new Internal Control Statement be formally adopted and published

21/100 Asset & Insurance Register 2021/22

Minor changes/updates have been made to the Parish Council's Asset Register as part of a regular annual review. It was noted that the purchase price for the Community Field should actually be shown as £47,500 and not £40,426 as previously recorded.

21/101 Risk Assessment 2021/22

Agreed that the Council's Financial Risk Assessment model for 2021-22 be approved.

21/102 Oiling Benches in the Village

It is a number of years since the majority of benches (x19) in the village have received any treatment or timber care and so it was **agreed** a maintenance programme was required. It was suggested by Cllr A Freeman that perhaps Cllrs and/or local residents could "adopt a bench" for say a 12 month period. Cllr Freeman will produce a poster to try to encourage take up.

21/103 Tidying Up Around the Village Hall

Whilst recent grass cutting and other work had been undertaken in the vicinity of the War Memorial, Cllr A Freeman observed that the immediate area around the village hall building (particularly weeds growing in and around the stone wall) meant that there was a rather unkept exterior appearance to the building. Cllr P Holmes stated that he hoped to attend the next Trustee meeting and would raise this point.

21/104 Correspondence

Councillors were advised of the following:

- (a) Letter from Mrs L Tyler regarding arrangements for this year's Poppy Appeal.

It was **agreed** in the circumstances that the Clerk should make further enquiries with the Area Co-Ordinator and we will look to help with the organisation and arrangements where we can. Clerk to also put out a notice/poster seeking volunteer help.

21/105 – Date of Next Meeting

Monday 27 September 2021 at 7.30pm.