

# WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council online meeting held at 7.30pm on Monday 29 March 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 Richard Smith (SCC for minutes 21/1 – 21/4 only)

Cllr Norman Brooks (ESC for minute) 21/1 – 21/4 only

Ian Haines (Clerk)

## **PRE AGENDA MATTERS**

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

There were no members of the public present.

## **AGENDA**

### **21/1 Introductory remarks and apologies for absence:**

Apologies: Cllr Chris Freeman, Cllr Amanda Freeman & Cllr Andrew Paige.

### **21/2 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 Paul Holmes advised that he was receiving a cheque reimbursement from the Parish Council for purchases which he had made (litter picking equipment) - see minute 21/7.

It was also noted that Cllr Paul Holmes and Cllr Ian Johnson had each submitted planning applications as recorded below in minute 21/10 under reference/s DC/20/5193/FUL and DC/21/0416/FUL.

### **21/3 Pre Agenda Report from SCC Councillor**

Cllr Smith advised that the Preliminary Hearing on Sizewell C had taken place the previous week and that the *full* hearing is due to commence on 15/4.

A latest update was also given about the Covid situation within Suffolk. The Saxmundham local health practice was heralded in particular for their efforts with the vaccination programme.

Highway Flooding Issues – Cllr Smith reported that the County Council were looking to set aside £10m in their budget over the next 4 years to deal with this growing problem.

Mobile Speed Cameras – in response to a question Cllr Smith confirmed that the County Council were intending to purchase several number plate recognition devices for use and an explanation was given as to how these arrangements would be rolled out and operate.

### **21/4 Pre Meeting Report from ESC Councillor**

With the lockdown rollout now underway, Cllr Brooks reported that East Suffolk Council were putting measures in place to cope with increased visitor numbers to the coast – which

included the provision of additional litter bins & temporary toilet facilities, as well as more parking attendants to patrol areas.

Lowestoft Third River crossing – noted work on this multi million project is now underway.

A question was raised about responsibility for roadside litter collection as this was seen an increased problem and blight on the Suffolk roads.

### **21/5 Minutes of Previous Meeting – 14<sup>th</sup> December 2020**

It was **agreed** that the minutes of the meeting held on 14<sup>th</sup> December 2020 be accepted as a true record.

### **21/6 Matters Arising from the Minutes 14<sup>th</sup> December 2020**

There were no matters arising.

### **21/7 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** – During the ‘lockdown’ the Clerk had issued via email to Members a monthly schedule of invoices requiring payment. The full list is annexed to these minutes. The individual cheques were, in turn, signed by the Chairman & V/C. Confirmation of this temporary arrangement was **agreed**.

The following invoices for March were **agreed** for payment:-

From	Item	Amount
Ian Haines	Clerks expenses (£45.60) & salary (£414.00) – March	£459.60
Paul Holmes	Purchase of Litter Picking Equipment/High Viz Vests	£75.88
Boden & Son	Hedge Cutting on Community Filed & The Common	£180
McGregor Assoc	Production of Payslips – quarter payment	£16.20
Westcotec Ltd	Portable Speed Indicator Device	£4110.00
Pitchcare	Barn Owl Nest Box	£127.20*

\* Payment made by Business Debit Card

### **21/8 Community Field**

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

A quote had been received for dealing with the rabbit problem but it has been decided no further action on this will be taken for now.

it was **agreed** that some algae remover should be purchased (approximate cost £20) in order to carry out a cleanup of the play equipment – this having also been highlighted as an action in the Annual safety inspection.

The Clerk will notify when next full meeting of the Working Party is due to take place.

## 21/9 Common

Cllr N Shearme reported that the main action to take place had been the recent hedge cut.

Also noted the Owl Nesting Box had been delivered and David Rous is looking at a site.

## 21/10 Planning applications

From	Item	Details
3 Heath View, Westleton	DC/20/5193/FUL	First storey side extension with covered area underneath
	<b>Status:</b>	<b>Deadline for observations: 27/1/21</b> <b>Response: No objections</b>

From	Item	Details
Potton Hall, Blythburgh Road, Westleton	DC/21/0114/FUL	Partial change of use of the café/restaurant at Potton Hall in order that it may operate independently of the spa
	<b>Status:</b>	<b>Deadline for observations: 10/2/21</b> <b>Response: No objections</b>

From	Item	Details
Post Office The White House The Street Westleton	DC/21/0416/FUL	To remove one chimney and replace two front flat roofed dormers with new pitched dormers
	<b>Status:</b>	<b>Deadline for observations: 19/3/21</b> <b>Response: No objections</b>

From	Item	Details
Rosslyn Bakers Lane Westleton	DC/21/1133/FUL	Outbuilding and associated landscape changes.
	<b>Status:</b>	<b>Deadline for observations: 2/4/21</b> <b>Response: No objections</b>

## 21/11 Other Planning Related Matters

**Sizewell C** – Cllr A Turner gave an update. A briefing paper on the planning process had also recently been emailed to all Members for information.

**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 20/127 of the Parish Council meeting on 14/12/20, it was noted the ESC Planning website showed that a decision on the outline application had not yet been taken and the Clerk was asked to make enquiries to establish the position.

## 21/12 Tree Warden Report

Cllr A Clough advised that a dead tree had fallen across a footpath in a nearby field off

Old Hall Lane. Clerk to log details on the SCC Highways website so that the owner can be contacted – although noted that the right of way is not actually blocked and it is possible to circumvent.

### **21/13 Reckford Road Layby**

It was **agreed** that the Clerk should make enquiries with SCC Highways to establish if they will undertake some pothole repairs in the layby. The Parish Council will also be conducting a 6 month review to evaluate the success (or otherwise) of the relocation of the bottle banks. If it is decided to make permanent, then work will be undertaken to provide a more robust concrete base for the 2 large bins to stand on.

We will also keep under review what appeared to be an increase in the number of lorries and delivery vans using the layby given specific health & safety concerns which were raised. The possibility of installing dummy cameras (with appropriate warning notices) would also be investigated.

### **21/14 Correspondence**

Councillors were advised of the following:

- (a) Westleton Gun Club – donation of £150.
- (b) Email from Mr R Jackson addressed to East Suffolk Estates Team about the replacement fence which they had erected around the pond.
- (c) Letter from Mr M Hann on the idea of establishing a new permissive path. Having looked at this proposal the Parish Council could see the merit (given it would provide a route for walkers away from the road) but we felt that if the land owner was not prepared to give consent and grant access, then there was little we could do to actually influence. Clerk to respond.
- (d) Email about litter/fly tipping in the Reckford Road layby. The Clerk reported that he had spoken to Norse and provided feedback to Mrs Osborn. Situation to be monitored.
- (e) Mr M North – donation of £127.20 for Owl Nesting Box.

### **21/15 Local Housing Scheme**

The Housing Needs Group had met on 22/2/21 and following this an email dated 1/3/21 had been sent to Mr Watson. The Clerk reported that to date no response had been forthcoming.

In the circumstances it was **agreed** the Clerk would speak further to Isobel Wright at Hastoe and then provide further feedback.

### **21/16 Damaged Road Sign**

Cllr A Turner stated that one of the 30mph signs on the Darsham Road had recently suffered damage and he had reported this to County Highways

### **21/17 – Date of Next Meeting**

Monday 26 April 2021 at 7.30pm.

**Westleton Parish Council 29/3/21**  
**Annex to Minute 21/7**

Invoices approved for payment during the period January – February 2021

**JANUARY**

From	Item	Amount
Ian Haines	Clerks expenses (£59.82) & salary (£414.00) – Jan	£473.82
Swanns Nursery	Replacement hedging (green beech) for com. field	£70.50*
Ian Haines	PC Laptop upgrade to Microsoft Office Professional 2019 (1 PC lifetime licence)	£80.00

**\* Payment made by Business Debit Card**

**FEBRUARY**

From	Item	Amount
Ian Haines	Clerk expenses (£49.50) & salary (£414.00) – Feb	£463.50
SALC	Member on-line training	£60.00