

# **WESTLETON PARISH COUNCIL**

The minutes of the Westleton Parish Council held at 7.30pm on Monday 30 January 2023 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 Colin Fisher, Cllr Amanda Freeman, Cllr Chris Freeman, Cllr Andrew Paige, Cllr Nick Shearme, Cllr Andrew Turner

## **In Attendance**

Cllr Richard Smith (SCC for minutes 23/1 – 23/4 only)  
Cllr Norman Brooks (ESC for minutes 23/1 – 23/4 only)  
Ian Haines (Clerk)

## **PRE AGENDA MATTERS**

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

There were no members of the public present.

## **AGENDA**

### **23/1 Introductory remarks and apologies for absence:**

The Chair expressed condolences following the recent passing of Roy Jones (former Parish Councillor) and Tom Block.

### **23/2 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 J Alexander to receive a cheque reimbursement from the Parish Council - see minute 23/7 below.

Cllr A Turner declared an interest in respect of a planning application under reference DC/22/4613/FUL as the site bordered with his property - minute 23/10 below refers.

### **23/3 Pre Agenda Report from SCC Councillor**

Brief update given on Sizewell C and the County Council's budget setting for 2023/24.

Feedback was given from the Highways site visit which had taken place on 12/1/23 attended by Cllrs J Alexander, C Fisher & N Shearme. The notes recorded by the Highways Community Liaison Engineer Wayne Saunders had been circulated for information.

### **23/4 Pre Meeting Report from ESC Councillor**

Cllr Brooks made reference to the establishment of new public company called 'East Suffolk Services' who were due to take over from Norse Ltd in July. This will mean that the management of services such as Refuse and grass cutting will be taken back under direct in house control but with the existing workforce/operatives being retained. Further publicity will be rolled out nearer the start date.

Among other matters, it was noted that a rent setting miscalculation issue had recently come to light which impacted directly on the Housing Revenue Account.

### 23/5 Minutes of Previous Meeting – 28<sup>h</sup> November 2022

It was **agreed** that the minutes of the meeting held on 28<sup>th</sup> November 2022 be accepted as a true record.

### 23/6 Matters Arising from the Minutes 28<sup>h</sup> November 2022

No matters arising.

### 23/7 Council Finances and Accounts

(a) **Income** - Income to date were acknowledged and approved. Clerk reported that the transfer from the Barrel Fair had gone through and that this had been paid into the *Business Premium A/c* which now stood at £24,548.21.

(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 (£53.20) & salary (£451.26) – Dec	£504.46
Toilets Plus	Common 21/11/22 – 6/12/22	£153.60*
Citizen Advice East Suffolk	Donation	£100.00
Sandy Lane Nursery	Supply of trees/shrubs for Community Field	£225.96*
Westleton Village Hall	Room Hire of Building	£25.00
John French	Provisions (wine etc) for New Year Bonfire event	£53.90
Julian Alexander	Padlock & additional keys for storage container on Common	£23.85
Ian Haines	Clerk expenses (£78.30) & salary (£451.26) – Jan	£529.56
Playdale Playgrounds	Site visit/inspection with Cllr Freeman	£180.00*
John Bebbington	Common stationery	£5.74

\*paid by direct debit

### 23/8 Community Field

Cllr C Freeman reported that planting of the replacement lime trees and beech hedging had been carried out and thanks were recorded to Cllr N Shearme.

Cllr Freeman gave feedback from a recent site meeting with a representative from Playdale Playgrounds (the company who supplied the original equipment) to look at the replacement of certain items. Costing details for this are awaited but some low cost work can be carried out in the interim such as new matting installation below the swing and zip wire adjustment.

Noted that £44.00 in donations had been received over the last period which was slightly disappointing. However, over £600 had been collected during the course of the last year.

Cllr J Alexander reported that he had sourced a company in Felixstowe who manufactured green metal goalposts – cost each £1120.00 + VAT. The existing goal posts on the field are recognized to be in poor condition and it was **agreed** these should be removed asap.

Previous discussions have taken place about installing a water supply pipe round the periphery and to the opposite side of the playing field to water the memorial lime trees. Cllr Freeman stated that he estimated the cost of this groundwork for hiring a trencher for the day to be in the region of £1,000.00 - £1,200.00.

Access/opening arrangements – it was **agreed** that for a trial 3 month period the main gate from the Blythburgh Road will be left open overnight but the secondary gate from the car park onto the playing field will be secured in order to prevent trespass.

### 23/9 Common

Cllr N Shearme reported that a site meeting of the Working Party had taken place on 21/1/23 and volunteers from Suffolk Coast & Heaths AONB were also due to revisit on 7/2/23 to undertake further works. In addition, Collins Farming & Forestry are due to carry out firebreak clearance during the week beginning 6/2/23 on the North Common. The main areas to protect are near the houses on Bakers Lane and the large area of heather in Compartment 1 at the head of the path from Bakers Lane.

Request to be made for a replacement dog bin in Mill Street plus there is the need for an additional bin on the Common. Clerk to contact Norse and provide further details.

The Clerk confirmed that the Rural Payments Agency/DEFRA had recently been in touch about renewal of the 10 year agreement and he had now sent back the Acceptance form.

### 23/10 Planning applications

From	Item	Details
20 Heath View, Westleton	DC/22/4603/FUL	Alterations & side extension to semi detached two-storey dwelling. Extension to comprise kitchen, dining and utility at ground floor and enlarged bedroom and ensuite at first floor
	<b>Status:</b>	<b>Deadline for observations: 22/12/22</b> <b>Response: No objections</b>

From	Item	Details
Old Forge Cottage, Darsham Road, Westleton	DC/22/4708/FUL	Renewal of an identical application that was approved in 2016. The existing house is to be extended to provide a single storey garage and an additional bedroom and ground floor bathroom
	<b>Status:</b>	<b>Deadline for observations: 29/12/22</b> <b>Response: No objections</b>

From	Item	Details
High Croft, Darsham Road, Westleton	DC/22/4613/FUL	Demolition of existing dwelling, garage and outhouses and formation of a new four bedroom house, garage and garden studio.
	<b>Status:</b>	<b>Deadline for observations: 10/1/23</b> <b>Response: No objections</b>

From	Item	Details
20 Heath View, Westleton	DC/22/4603/FUL	<b>New consultation concerning this application</b> - Alterations and two-storey side extension to semi detached dwelling.
	<b>Status:</b>	<b>Deadline for observations: 26/1/23</b> <b>Response: No objections</b>

### **23/11 Other Planning Related Matters**

#### **National Grid Launch of Non-Statutory Consultations for Sea Link and EuroLink**

Further to discussion last time under minute 22/196, a submission/response has been made on behalf of the Parish Council. Primary concerns relate to the potential environmental impact in the local vicinity particularly as there is seen to be a much more viable and less intrusive alternative available.

#### **23/12 Sizewell C - EDF Traffic Mitigation Plans for Westleton**

Minutes from a meeting of the B1125 Joint Parishes Working Group on 16/12/22 had been circulated and Cllr A Turner gave feedback and updates. The measures being proposed will form part of a public consultation event to take place in the village at some point over the next few months. Confirmation had been received that EDF will supply a new VAS.

#### **23/13 Tree Warden Report**

Cllr A Clough reported that work had recently been undertaken to reduce some of the lime trees in the churchyard.

The overhanging branch from a tree in Grange View was again raised as an issue – Cllr C Freeman to follow up.

#### **23/14 Affordable Homes Housing Project**

A meeting of the Housing Needs Group had been held on 21/12/22 and Cllr Turner gave a further update. Members felt that the £50,000 figure being quoted for the value of the allotment land alone by the agent was totally unrealistic and unacceptable so, in the light of this, it would be best to withdraw from any further involvement in negotiations and to take the allotment provision out of the scheme. In doing so it is hoped that this will allow the housing project to now move forward and for the Heads of Agreement to be signed as soon as possible. Cllr Turner will advise Orwell HA of the position and in turn, it will be for Orwell to decide whether or not they now wish to purchase the ½ acre site to use/incorporate as part of the project. The Clerk will respond to Clarke & Simpson on this basis.

**Agreed** – that the above course of action be pursued and the Parish Council look to set up an Allotments Sub Committee to take forward and explore alternative options.

#### **23/15 New Year Fireworks**

The event had proved very successful with a great turnout of people and congratulations were recorded to Cllr Shearme and supporting team involved in the organisation.

Income received via donations, raffle draw etc. was broken down on a sheet circulated with the papers for the meeting. In addition, it was reported that an additional cheque for £20.00 from Mr & Mrs Young had been received.

### **23/16 Highways Inspection – 12/1/23**

This item had been covered earlier – see minute 23/3 above.

### **23/17 Appointment of Auditor**

The Clerk gave an update in his pursuit to find someone to undertake an audit of the year end accounts. **Agreed** that a decision should be deferred until the next meeting in order to seek clarity over what each party contacted would charge for undertaking the work.

### **23/18 Website – Support/Backup Role**

Clerk advised that he had recently received some from tuition from John Bebbington on how to post information up on the website. This will only be in a backup/support capacity just for Parish Council related material only.

### **23/19 Kings Coronation**

Cllrs I Johnson and B Banks are leading on setting up arrangements to mark the Kings Coronation. The actual service takes place on Saturday 6 May but it is intended that the community event will be held on Sunday 7 May based in and around the Village Hall. Just like the Platinum Jubilee celebrations, a Committee will be established to oversee the organisation with the aim of the first meeting taking place towards the end of February. **Agreed** that a maximum budget of £1000.00 should be set aside – to cover cost of providing evening entertainment etc.

### **23/20 Westleton Heritage Trail**

Members discussed the Clerk's suggestion of whether a display panel to go on the village green could be made up using the design of the leaflet produced by the Village Hall Trustees. However, in the end it was decided not to pursue.

In terms of the actual artwork and information provided – it was noted that the War Memorial was an important feature which should be included next time a re-print is undertaken plus 'signposting' of the Community Playing Field. Clerk to provide feedback to John Shepherd.

### **23/21 Correspondence**

Councillors were advised of the following:

- (a) Grange View – Chair had received an email from a resident about a particular land issue. However, it was felt this matter was not something in which the Parish Council could become involved with.
- (b) New Year's Day Fireworks – Clerk read out a 'thank you' email to Cllr C Fisher from Anna Robertson.

### **23/22 Barbara Caines**

**Agreed** that flowers to the value of £60.00 should be purchased to celebrate former Chair

of the Parish Council Barbara Caines 100<sup>th</sup> birthday on 28/4/23.

**23/23 Parking on Green adjacent to Westleton Garage**

There are concerns that the grass is being churned up by vehicles. Chair to take up.

**23/24 Overgrown Hedge**

Issue raised of an overgrown hedge across the pavement - Clerk to write to the owners of the property.

**23/25 Date of Next Meeting**

To note that the Council next meets at 7.30pm on Monday 27 February 2023.