

Minutes of Westhall Parish Council
Monday 14th January 2019 7.30 pm Westhall Village Hall

Councillors Present: Mr P Langford (as Chairman), Mr C Baker, Mrs E Clark, Mrs L McTaggart,
 Mr J Lickman, Mrs Lesley Brown, Mrs A Donnachie (Clerk)

In Attendance: Cllr Tony Goldson, Members of the public

- 1 **Apologies and acknowledgment of absences:** None
- 2 **Declarations of pecuniary and non-pecuniary interests:** None.
- 3 **Minutes of previous meeting:** Resolution passed minutes of Westhall Parish Council and Allotments meetings of 12th November 2018 are correct record.
- 4 **Chairman and Clerk's report on progress of actions from previous meeting(s):** All actions completed/designated to other Agenda items below, but following noted:**Item 5b (10/09/18) Barclays Bank Accounts:** Clerk sent update of account information and phoned Barclays but was unable to obtain any information on changes required to signatories and online access for Clerk. *Action: As a signatory Chairman to contact Barclays progress this item.* **Item 6 (12/11/18) Vacancies:** See Agenda Item 6. **Item 7 (12/11/18) Defibrillator:** Unit installed on wall outside Village Hall and a number of people attended our training days. *Action: Chairman to return Adnam's project report no later than 31/10/2019. Clerk to diarise.* **Item 8 (12.11.18) Community Emergency Plan:** See Agenda Item 9. **Item 10 (12.11.18) Funding Request from Westhall Community:** WPC were approached by Westhall Community Pub Society for funding in the form of a Public Works Loan up to a maximum of £50K for purchase of The Racehorse which has been registered as an Asset of Community Value. Chairman has spoken to both NALC and WDC about the feasibility of our applying for a loan and the implications to the parish. WPC can apply to borrow money from Central Government. However, we would need to demonstrate that this is viable before applying for any loan by ensuring we have carried out all due diligence and that we have mechanisms in place for paying the loan back. This would also require to be put before parish residents for final approval as should the venture fail this would have major implications for future precept costs. *Actions: - Chairman to discuss further with Secretary of Community Pub Society and discuss again at March meeting.* **Item 11a: See Item 5c Office Equipment:** Clerk has provided costing for Laptop £495; Printer £60 but software still to be confirmed (see Item 5c Draft Budget below). *Action: PC to submit costings for this equipment to Cllr Goldson for consideration of a 50% grant.* **Item 11b (12/11/18) :** Discussed the matter of Parish Councillors using their own personal email addresses or change to a group address. Chairman has taken advice from Waveney District Council and decision made to continue present arrangement for the reasons that we as a small council and do not hold or upload any sensitive information. **Item 11c Reference Information for Parish Clerk's & Councillors:** Informed that Waveney District Council are currently updating these guides which should be available later this year. *Action: Matter to be deferred until later in year when new guides available.*
5. **Finance:**
 - 5a **Financial Report by Clerk:** Bank reconciliation to 28/12/18
 - 5b **Cheques signed to:** Vertas for Pleasure Ground grass cutting (to be reimbursed by Recreation Ground Charity) £31.12; Clerk salary £181.00;
 - 5c **Filing of Recreation Ground Accounts Year Ending 31/03/2018:** Clerk confirmed these accounts have been filed to Charity Commission, having been due by 31/12/18
 - 5d **Draft Budget for 2019/20:** Agreed to add election costs of £77; Village Green maintenance costs of £120; Car Park maintenance £100; 2nd notice board to go outside Village Shop £100; Office equipment - laptop and printer for Clerk £580 (GDPR requirement); Brings budgeted net expenditure to £3563. *Action: Clerk to update draft budget document.*
 - 5e **Precept level -**The Parish Council agreed to increase the precept by approximately £2 per year (for a Band D property) to cover increasing costs, after 3 years of no increases and historically 'very low' precept precept levels. The Parish Council precept request for 2019/20 is therefore £2826.41
Action: Clerk to process Precept Request by 25/01/18.

- 6 Current Vacancies:** Letter of resignation has been received from Mrs Edna Clark from her role as Parish Councillor. Mr John Lickman and Mrs Lesley Brown have been co-opted onto the Parish Council. Two posts currently vacant. One possible candidate attended meeting and expressed an interest, one other possible candidate available in May. **Actions: Clerk to inform Electoral Services of resignation and to continue to place vacancy notices in Village Store, Village Hall Noticeboard, Parish Council website and local press.**
- 7 Cox's Farm Bungalow, Wangford Road:** Parish Council's views sought by a developer on the most suitable/appropriate housing for the village and the local community should they go ahead with a planning application. The site is 1.39 acres and they wish Parish Council to discuss the idea of 4 x 3 bedroom homes on the site of a design in keeping with the area. The Parish Council had no major objections to such a development, however, due to lack of specific plans they were unable to comment fully. It was agreed that a mix of homes including affordable housing would be preferable.
- 8 Sizewell C Stage 3 Final Consultation:** Discussion on the implications for this area and the effect on road safety due to increased traffic. An information pack from EDF showing proposals for Sizewell C was sent to the Chairman. **Action: Parish Councillors to share pack and prepare comments for next Parish meeting in March.**
- 9 Westhall Community Emergency Plan Review:** Mr Charles Baker will take over as Plan Co-ordinator and Deputy Plan Co-ordinator will be Mr John Lickman. Amendments complete as per **Item 8 (12/11/18)** **Actions: Clerk to place copy Plan in Incident Box located in Village Hall and on website Omitting personal details of volunteers.**
- 10 Westhall Parish Council Website:** Due to overrun on earlier items - deferred until March meeting.
- 11 Halesworth Parish Meeting on 28/11/18:** The Waveney Area Meeting took place on 29/11/18 and was chaired by Cllr Tony Goldson. **Suffolk Highways:** Following difficulties experienced with the reporting tool, eg lack of feedback for clerks, a representative from Suffolk Highways attended to discuss problems and with information on ways to report problems on roadworks, potholes, dropped kerbs, parking, blue badges, gritting, flooding or problems on a road or pavement. To report a fault contact them on 0345 606 6171 or through their highways report tool on www.highwaysreportingsuffolk.gov.uk. **Men's Sheds Association:** Projects have been very successfully opening up all over the country. Doug Mizon attended and gave an overview and history of the Men's Sheds and how they help to combat isolation, loneliness etc. for men as they go through major life changes. The group helps people gain confidence, self-worth and enables them to work together. There is a wide age range. Costs of premises can vary and usually tools are donated and/or upgraded and some are sold to raise funds. Our local Men's Shed is based at 27 Norwich Road, Halesworth IP19 8AP and they are open each Wednesdays and Thursdays from 10am until 2pm and Saturdays from 10am until midday. Contact: 01986 872630 or email: https://halesworthmensshed@gmail.com. **Spexhall Speed Trial:** Information regarding this trial including a handout with the data. Discussions were had regarding a possible further trial and it was likely this would be Wrentham area of the A12. This needs to be discussed further and costings sought. There was some discussion regarding Police involvement and costs. **Wangford/Frostenden Speed Reduction Request:** There was a request regarding the extension of the speed limit on the A12 to the end of the dual carriageway. **Defibrillators:** 4 are now in place, training is to take place. Cost approx. £1700 in VAT. Holton and Halesworth are interested. AOB: Holton have concerns regarding a new development at Bernard Matthews - discuss at next meeting end of January 2019
- 12 Correspondence Received:**
- 12a WDC re Amendments to Local Plan:** From Malcolm Rivett, Inspector informing us of the Main Modifications to the Plan which is still not complete. Changes that affect Westhall - the Locks Road development WLP7.17 appears in item MM5 of the Amendments document, where the word 'approximately' should be inserted before each reference to dwelling numbers.
- 12b Police Specials Recruitment:** Suffolk Police holding a Special Constabulary recruitment event on the 26th of January at the Rifle Hall, London Rd. Halesworth between 10am at 1pm. **Action: Clerk to display notice around village and on our website.**
- 12c Joint Suffolk Coastal District Council & Suffolk County Council Event Public Consultation:** Parish Councillors or their representatives invited to attend the EDF Launch of their Stage 3 public consultation

on Tuesday 22/01/19 at Venue: High Lodge , Haw Wood, Hinton Nr IP17 3QT Contact Charlotte Granger, Energy Projects Co-ordinator Tel: 01394 444539

12d Waveney Authority Monitoring Report 2017/18: For latest information on the Examination of the new Waveney Local Plan please visit their website at following link.

www.eastsuffolk.gov.uk/planning/local-plans/waveney-local-plan/new-waveney-local-plan.

12e Suffolk Coastal Final Draft Local Plan: To view the Final Draft Local Plan, supporting documents, evidence base and submit a representation, visit: www.eastsuffolk.gov.uk/finaldraftlocalplan. Or there will be public drop-in sessions at Saxmundham Market Hall, 29 High Street, Saxmundham IP17 1AF on Wednesday 06/02/19 1500hrs-1900hrs.

13 Reports from other organisations: None

14 Any Items of Information:

15 News Items for HCN and other media: Increase in Parish Precept by 2%; Parish Councillor vacancies; Review of Westhall Community Emergency Plan completed; Warning about recent burglaries in village. Allotment vacancies.

16 Meetings for 2019: 7.30 pm Monday 11th March; 13th May (AGM); 8th July; 9th September and 11th November.

Meeting closed at 9.15 pm

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