

Minutes of Westhall Parish Council**Monday 10th January 2022 at 7.30 pm Westhall Village Hall****Councillors Present:** Mr C Punt (as Chairman), Mrs L Brown, Mr P Langford, Mr S Darch, Mrs M Rogers and Mrs A Donnachie (Clerk)**In Attendance:** Cllr Tony Golding, East Suffolk Council. Member of the public.

- 1 **Apologies and acknowledgment of absences:** County Councillor Annette Dunning. Formal approval of Cllr Charles Baker's absence due to ill health.
- 2 **Declarations of pecuniary and non-pecuniary interests:** Cllr Darch will withdraw during Item 7.
- 3 **Minutes of previous meeting:** Resolution passed minutes of Westhall Parish Council Meeting and Annual Allotment meeting held on 8th November 2021 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 11 (08/11/21) Sewage Problems Mill Common: Councillors have been made aware of sewage problems affecting several properties near the railway tracks in Mill Common. Residents affected will keep the Parish Council updated on progress with British Rail and their application to Anglian Water for an investigation into cause of the problem and the feasibility of connection to the public sewage system.
Item 8 (09/03/20) Purchase of dog loo bin, Church Hill: Purchase agreed by Council. *Action: Clerk to place order to purchase from Suffolk Norse and discuss siting.*
Item 121 (14/12/20) Fallen signpost at junction of Wangford Road/Butts Road: Collected by Suffolk Highways for repair and missing signpost at Junction of Wangford Road//Locks Road. *Action: Cllr Punt to contact Cllr Annette Dunning at Suffolk County Council for update.*
- 5 **Finance:**
- 5a **Bank reconciliation:** Bank reconciliation of accounts for Westhall Parish Council from 31/10/21 to 29/12/21 submitted and approved. Current statement balance held at 29/12/21 was **£8,715.11**. Bank reconciliation of accounts for Pleasure Grounds & Car Park from 02/11/21 to 29/12/21 was **£412.58**
- 5b **2022/23 Budget Planning and Approval:** Review of our expenditure plans for next and subsequent years were discussed. The major items of increased expenditure in our budget are - **£400** for purchase and siting of dog loo bin at Church Hill and **£500** to the Pleasure Ground & Car Park Charity towards repairs and maintenance. Draft budget approved by Council.
Precept Request for 2022/23: In order to ensure we have sufficient funds available to meet increased costs and future costs, it was agreed by all Parish Councillors to request an increase in our precept of 1% being **£4,009.95** which equates to a charge of **£30.55** for a Band D property.
Action: Clerk to submit Precept Request by 28th January 2022.
- 5c **Approval of online payments:** £317.39 to Clerk for Salary & Expenses and £500 to Pleasure Ground for routine maintenance; £250.00 to Cottage Garden Services for grass cutting at Pleasure Grounds (to be paid from Charity Account). *Action: All approved and Clerk to action online payments.*
- 6 **Planning: Public Access Link - <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
- 6a **New Applications:** No new applications received for consideration.
- 6b **Update on Previous Applications:** All recent local planning applications give status as Permitted.
- 7 **Pleasure Ground and Car Park – Review of Governance Documents:** Ongoing. *Action: Cllr Punt is currently drafting a Charitable Trust Deed to be presented to Trustees in due course.*
- 8 **Sicon Foundation – Tree Planting Initiative Westhall Village:** The second phase - planting of hedges on the Recreation Ground and orchard trees on Plot 10 of the Locks Road allotments site will take place in early Spring. *Action: Cllr Langford to project manage and update.*
- 9 **Quiet Lanes Suffolk:** We are still awaiting the outcome of the consultation and details of funding for signage costs for further discussion. *Action: Pending.*
- 10 **Annual Review and Adoption of Westhall Community Emergency Plan:** Suffolk Joint Emergency Planning Team have contacted us with updates recommended to our Plan. *Action: Cllr Langford continues to update this and will present the Westhall Emergency Plan for approval and adoption at our March meeting.*
- 11 **Matters Arising since last meeting:** Construction work has commenced on the Fox Covert poultry site. It was reported by a resident that boundary hedges have been removed at the rear of the site adjacent to the public footpath. *Action: Cllr Punt will contact the site owner for clarification on reinstatement of the hedging and footpath.*

- 12 **Correspondence Received:** No actions required.
- 13 **Any items of information:** None.
- 14 **News items for HCN and other media:** *Action: Clerk to submit relevant items.*
- 15 **Meetings for 2022 at 7.30pm on 2nd Monday of every other month:** 14th March; 9th May (Annual Parish Meeting & AGM); 11th July; 12th September & 14th November (+ Annual Allotments Meeting)

Meeting closed at 8.45 pm