

Minutes of Westhall Parish Council
Monday 9th January 2023 at 7.30 pm in Westhall Village Hall

Councillors Present: Mr C Punt (as Chairman), Mr P Langford, Mr C Baker, Mr S Darch,
Mrs Lorraine McTaggart, Mrs M Rogers and Mrs A Donnachie (Clerk)

In Attendance: District Cllr Mr Tony Goldson, Members of the public.

- 1 **Apologies and acknowledgment of absences:** Mrs L Brown sent her apologies but also submitted her resignation as a Parish Councillor due to personal commitments. *Action: Clerk to contact Electoral Services and obtain a notice of vacancy.*
- 2 **Declarations of pecuniary and non-pecuniary interests:** None
- 3 **A Public Forum to receive reports from County and District Councillors and for members of the public to raise issues or matters of concern was then commenced prior to formal start of the Parish Council Meeting.** No reports received from Suffolk or District Councillors.
- 3a **Fox Covert Poultry Farm:** Residents from Cox Common, Westhall attended the meeting. The Chairman of the Parish Council read out an email from Crown, the operators of the Poultry Farm summarising the latest position. Destocking is scheduled for around 17/01/23. Remedial works are ongoing with an attenuator having been fitted to one of the existing fans and initial noise measurements undertaken by Crown indicate a 10dB reduction. Delivery of further attenuators still to be confirmed. A visit by an independent pest controller will be carried out once Avian Flu restrictions have been lifted. *Actions: Chairman to contact Crown to ask for the attenuator specification.* Member of the public complained about lighting at the entrance to the poultry farm shining into their and some neighbouring properties. *Actions: Parish Council will look into this matter and report problem to the site operators if required.*
- 4 **Memorial to the late Bob McTaggart:** A memorial group to be set up to plan for an appropriate memorial to Bob who worked tirelessly around the village and who will be sadly missed. *Actions: Cllr Darch to liaise with the committee of the Racehorse Pub, the Westhall Community Council and the Parish Church Council.*
- 5 **Minutes of previous meeting:** Resolution passed minutes of Westhall Parish Council Meeting held on 14/11/22 are a correct record. *Proposed by Cllr Rogers and seconded by Cllr Darch.*
- 6 **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 7 (14/03/22) Fencing between Pleasure Ground & Car Park: To erect a post and rail fence and entrance gate onto the Recreation Ground from the Village Car Park. Ongoing. *Action: Cllr Darch will order materials and commence the works when weather conditions permit.*
Item 13 (09/05/22) First Aid/Defibrillator Training: Awaiting further information from East of England Ambulance Service on training dates. *Action: Cllr Langford.*
Item 10 (11/07/22) Quiet Lanes Suffolk: Signage work ongoing. Unfortunately, some posts have tipped over and need to be reset in the ground. *Actions: Cllr Langford has reported this to Suffolk Highways.*
Item 9 (12/09/22) Fly Tipping: 'No Tipping' signage has been ordered and will be displayed on the fencing at the rear of Meadow Close. *Action: Clerk.*
Item 9a (14/11/22) Police Quarterly Meetings for Councillors: Cllr Charles Baker will be attending this meeting on 20/01/23 and will highlight issues concerning the village such as speeding. Please pass any issues you wish raised at this meeting to Cllr Baker. *Action: Cllr C Baker to attend and report to Council.*
- 7 **Finance:**
- 7a **Bank reconciliation:** Bank reconciliation of accounts for Westhall Parish Council from 29/10/22 to 29/12/22 submitted and approved. Parish Council current statement balance held at 29/12/22 was **£9,865.**
- 7b **Approval of online payments:** Clerk Salary, Home Office Allowance for December 2022 & January 2023 £358,26; HMRC £47.20; Suffolk County Council for signage £100; ICO subscription £35. *Action: All approved and Clerk to action online payments.*
- 7c **Draft budget for year 2023/24:** The RFO represented the draft budget for consideration of the Council. Acceptance was proposed by Cllr Punt and seconded by Cllr McTaggart and Cllr Baker. On the basis of the draft budget, it was proposed and accepted unanimously by the Parish Council to set the precept for 2023/24

at the same level as 2022/23 that is £4,009.95 resulting in a charge of £29.39 for a Band D property and this charge will show as a -3.80% change on the 2023/24 Council Tax bills against the Parish element.

Action: Clerk to formally request the precept.

- 7d **CIL payments – Allocation of funds:** We currently hold £526 of CIL payments pending agreement on projects to fund. Pending. *Action: Clerk to forward to Councillors the Government Guidance on Spending CIL monies which was published in April 2022.*
- 8 **Planning:**
- 8a **New Planning Applications: Public Access Link - <https://publicaccess.eastsuffolk.gov.uk/online-applications> DC/22/4581/FUL Hill Farm, Bacons Green Road - Conversion part of barn into an annex:** This application was considered by the Parish Council via emails as deadline for comments was 21/12/22. No objection was expressed by the Parish Council and no comments were submitted to this application.
- 8b **Update on previous applications:** One pending decision all others have been permitted.
- 9 **Matters Arising since last meeting**
- 9a **Town and Parish Elections 4th May 2023:** New Government requirements comes into force on 04/05/23. Voters in England will now need to show photo ID when attending polling stations in some elections. This will apply to: Local elections, Police and Crime Commissioner elections, UK Parliamentary by-elections and Recall petitions. Go to <https://www.electoralcommission.org.uk/i-am-a/voter/voter-id> for support with the new voter ID requirement. *Actions: Full details to our website and noticeboard and on the Westhall Village Facebook page.*
- 9b **Grit Bins:** The Village is part of the Suffolk County Council's 'Community Preparedness' Winter Gritting Self-Help Scheme. This requires the help of volunteers who will help with grit spreading and ensuring there are sufficient supplies of grit available in each grit bin around the village. These volunteers are insured by Suffolk County Council. At present we have 2 vacancies to fill for this role. *Action: Clerk to advertise vacancies on website, noticeboard and Facebook.*
- 10 **General Correspondence Received:**
- 10a **EP Passenger Interest Group – Teams Briefing 10/01/23:** There being no-one available to attend. *Action: Clerk to contact Chairman and request a copy of the minutes.*
- 10b **East Suffolk Council Funding Grants – Field to Fork:** Pending further information. *Action: Cllr Punt will follow-up on this re our allotments.*
- 10c **Planning for the King's Coronation on 6th May 2023:** Look to working on celebration activities and funding with The Racehorse Community Pub and Westhall Community Council. *Action: Cllr Punt*
- 11 **Any Items of Information:**
- 11a **The Villages Community Fund Panel:** Temporis Wind provide funding for projects which will benefit the residents of the following parishes Westhall, Holton and Sotherton. Due to resignations, there are 2 places available to Westhall Parish Councillors on the Panel. Cllr Peter Langford and Cllr Shaun Darch were nominated by the Parish Council. *Action: Cllr Langford contact fund manager with changes.*
- 11b **NALC – Civility and Respect Project:** A zero-tolerance policy on abuse, aggression or threats made in person. *Action: Clerk to sign up and take the Civility and Respect Pledge.*
- 12 **News items for local media:** *Action: Clerk to submit relevant items.*
- 13 **Meetings for 2023 at 7.30pm on 2nd Monday of every other month in the Village Hall:**
 13th March
 22nd May (delayed due to 2 bank holidays) Annual Parish Meeting and AGM
 10th July
 11th September
 13th November + Annual Allotments Meeting.

Meeting closed at 8.30 pm