

Minutes of Westhall Parish Council
Monday 10th July 2023 at 7.30 pm in Westhall Village Hall

Councillors Present: Mr S Darch, Chairman, Mr C Baker, Mrs L McTaggart, Mrs M Rogers,
Mr J Lickman and Mrs A Donnachie (Clerk)

In Attendance: Members of the public.
Suffolk County Cllr Annette Dunning; East Suffolk District Cllr Beth Keys-Holloway and
District Cllr Geoff Wakeling

1 **Apologies and acknowledgment of absences:** Mr P Langford sent his apologies.

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. Suffolk County Councillor presented her July Parish Report including the proposed upgrading of power lines in and around our area and problems arising from improper waste disposal of batteries. Our District Councillors presented their District Report for July with information on the new East Suffolk CIL charging schedule which comes into force from 1st August 2023, help for families to access affordable school uniforms and changes to waste management services from 3rd July.
Action: Clerk to post both reports on our website and notice boards.

2 **Declarations of pecuniary and non-pecuniary interests:** None

(11) **It was agreed by Council to move this item to allow members of the public to participate:**

Reports of fly Infestation near to Fox Covert Poultry Farm: Cllr Darch as Chairman of the Parish Council read out a recent report received from East Suffolk Environmental Protection Services on 6th July to the residents of Westhall regarding complaints of noise and fly infestation from Fox Covert Farm (Residents Update No.4) Full report attached. Noise level monitoring from the ventilation system has been carried out and the data collected is currently in process of being examined. An out of hours noise service has been made available Friday and Saturday nights for residents to report any disturbance which may occur. Investigations into the reported fly problems is ongoing and the date for a visit by the entomologist awaited.

3 **Minutes of previous meeting:** Resolution passed minutes of Westhall Parish Council Annual General Meeting held on 22/05/23 and our Extraordinary Planning Meeting held on 15/06/23 are correctly recorded. Proposed by Cllr Rogers and seconded by Cllr Darch.

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 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. Discussions on various options available to provide more parking when needed is ongoing. **Action: Cllr Darch**

Item 4 (09/01/23) Memorial to the late Bob McTaggart : A memorial group to be set up to plan for an appropriate memorial. Ongoing. **Actions: Cllr Darch/Racehorse Pub/ Westhall Community Council and the Parish Church Council. Suggestions welcome from residents – contact Cllr Darch or Parish Clerk.**

Item 9b (09/01/23) Grit Bin Operatives: We currently have 4 trained volunteer operatives. **Action: Clerk to forward their names to Suffolk County Council for insurance purposes.**

Item 8b (09/01/23) Removal of Grit Bin at Cox Common: Ongoing. **Action: Cllr Lickman**

5 **Finance:**

5a **Bank reconciliation:** Bank reconciliation of accounts for Westhall Parish Council from 28/04/23 to 29/06/23 submitted and approved. Parish Council current statement balance held at 29/06/23 was **£12,184.26**. Current balance held in The Pleasure Grounds account as at 29/06/23 was **£689.44**. Checked and approved by Council.

5b **Approval of online payments:** Clerk Net Salary and Home Office Allowance for June and July 2023 £269.26; HMRC £58.20; DefibWarehouse for replacement defibrillator pads £61.14 pads. **Action: All approved and Clerk to action online payments.**

5c **Review of Internal Auditors Report for year 2022/23:** Not yet available. **Action: Clerk to forward report to Parish Councillors when available and review at next meeting in September.**

6 **Planning:**

6a **New Planning Applications: Public Access Link - <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
No new applications for consideration.

- 6b **Update on previous applications:** 3 pending decision.
- 6c **Planning Forum for Town & Parish Councils held on 07/07/23:** Cllr Baker attended this forum and presented a brief synopsis on what was discussed. He will forward to Council copies of the reports with graphics being sent to all attendees. The Parish Council thanks Cllr Baker for attending this event on behalf of the Council. See <https://www.eastsuffolk.gov.uk/planning/> for further information.
- 7 **Pleasure Grounds and Car Park:** Cllr Darch reported on some remedial work carried out on the potholes in the car park. The council thanks Ollie Ringwood, David Miller for volunteering their time and Mark Woolnough for providing the materials and equipment needed to complete this work.
- 8 **Allotment Inspection Report:** Cllr Rogers carried out an Interim Allotment Inspection in June and presented her findings to the Trustees. No major problems found on any of the sites. Next inspection due at end of season.
- 9 **Vacancies:** Plots 3b and 8 Locks Road. Clerk to follow-up on vacancy enquiry from a Halesworth resident.
- 9 **Annual Inspection of Assets:** Cllr Lickman highlighted a few anomalies on the asset list and will submit his final report in due course. **Action: Cllr Lickman/Clerk.**
- 9a **Inspection Report:** Cllr Lickman highlighted a few anomalies on the asset list. Asset list to be updated and review at next meeting. **Action: Cllr Lickman/Clerk.**
- 9b **Road signage damage around village:** Reports of damage to the village sign on Noller's Lane along with possible vandalism to several Quiet Lanes signs has been uploaded to the Suffolk Highways Reporting tool. **Actions: Review progress at next meeting.**
- 10 **Matters Arising since last meeting:**
- 10a **Footpath by Fox Covert Poultry Farm – letter from resident:** Request for an amendment (ie diversion) to the definitive footpath. After consultation with the Definitive Map Officer the Parish Council are not able to support such a request due to the amount of resources needed to pursue this amendment.
- 10b **East Suffolk Blooms Scheme:** Request for bulbs accepted. 500 bulbs will be available for collection in October. Volunteers required for planting these. **Action: Clerk to inform Cllr Langford when date for collection confirmed.**
- 11 **Fly Infestation - Moved to start of meeting.**
- 12 **Annual Review and Adoption of Westhall Community Emergency Plan:** Reviewed and adopted. **Action: Clerk to forward copy to the Emergency Planning Officer at East Suffolk District Council and publish on website.**
- 13 **General Correspondence Received:**
- 13a **Adoption of new CIL Charging:** No comments
- 13b **Policing – Appointment of new Community Liaison Officer:** PC Amy Yeldham has been appointed to this post which will be based in Eye Police Station. **Action: Clerk to place contact numbers/links on website and noticeboard.**
- 13c **Complaint from resident about speeding through village:** Parish Council will contact PC Yeldham about how to tackle such issues. Meanwhile, residents should call 101 to report any speeding incidents. **Action: Cllr Baker to contact PC Yeldham.**
- 14 **Any items of information:**
- 15 **News items for local media:** **Action: Clerk to submit relevant items.**
- 16 **Meetings for 2023 at 7.30pm on 2nd Monday of every other month in the Village Hall:**
11th September
13th November + Annual Allotments Meeting.

Meeting closed at 9.30 pm.