

# WESTLETON PARISH COUNCIL

The minutes of Westleton Parish Council at the meeting held at 7.30 pm on Monday 25th September 2017 in Westleton Village Hall.

*Madeleine Kerry*  
**Clerk of the Council**

## **There were Present**

Cllr Arlette Smith (Vice Chair) Cllr Julian Alexander, Cllr Paul Holmes, Cllr Roy Jones, Cllr Nick Shearme, Cllr Roy Swindell, Cllr Ian Alexander. Cllr Ian Johnson.

1 member of the public

## **In Attendance**

Cllr Richard Smith, Madeleine Kerry (Clerk)

## **PRE AGENDA MATTERS**

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

A member of the public queried whether there would be a bonfire with the fireworks on the 1<sup>st</sup> January 2018. The Council assured the member of public that the plans were again being put in place to herald in the New Year.

## **AGENDA**

### **17/164 Introductory remarks and apologies for absence:**

Cllr Antony Clough, Cllr Chris Freeman

### **17/165 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 Ian Johnson declared an interest in the planning consent for the village shop.**

### **17/166 Minutes of Previous Meeting – 24 July**

The July meeting minutes were signed off. There remained an issue outstanding from the June meeting minutes (min 17/148) which Cllr Holmes was querying and these minutes had not yet been signed off. It was agreed, under the circumstances, to raise this matter further at the next meeting with the Chair present.

### **17/167 Matters Arising from the Minutes 24 July**

**17/121 Overhanging Trees – Yoxford Road – Clerk to contact highways Department. No reply from David Watson. Ongoing. Diary Note Sept 17 Chair Andrew Paige to speak to David Watson**

**Letter re Grange View ditches and hedges at the back of Grange View** – letter to David Watson regarding the overgrown ditches and hedges at the back of Grange View – **diary note 2 months (September 2017)** Update 11 September Lesley Crace phoned the owner is not David Watson but is Stuart and Frances (?) Winter. Lesley is not sure of their address. Cllr Paul Holmes circulated photos of the ditches in question showing how overgrown they are. Cllr Paul Holmes also gave in letter from Lesley Crace. Clerk to contact Stuart Winter and Nathan Bacon who is leasing the land and ask for meeting to view the problem and to copy in County Council.

**17/120 - Environmental Health** – Rob the Environmental Health Officer has visited the area near pond and placed a couple of boxes. Situation to be reviewed in two weeks (boxes placed 6 July 2017). **Rob has written to say the situation clear. Cllr Anthony Clough in agreement. - Closed**

**17/126 - Kings Farm Owner** – Letter written to owner – Nathan Bacon, Theberton Hall Farm asking them to put sign – ‘Private Land, Please keeps dogs on a lead. Danger due to Reservoir’. **Diary note 2 months (Sept 2017) Cllr Nick Shearme reported there is now a fence round the reservoir – Closed**

**Letter to Nick Rouse** – to arrange the removal of the cars from the land off Mill Street. - Diary note 4 months (November 2017) – No change to the number of cars on the piece of land on Mill Street. Another letter to be written. **Ongoing**

**Letter to Rufus Olins** – Reference Planning application for removal of trees – Planning department information of acceptance of application and letter written to Rufus Olins to cut back the hedge which overhanging the road – letter written – 2 months diary note – to check if hedge cut back (November 2017) Hedge Not cut back. To contact Rufus Olins again also Vicarage hedge overgrown. If no reply contact Highways department.

#### **17/168 Community Field**

Cllr Swindell - No updates.

#### **17/169 Common**

Cllr Jones reported on the Commons meeting.

Regarding the moth box – The group would still like the moth box, there is a choice of rechargeable or mains operated. The council would prefer rechargeable on the grounds that you could move the box about or lend it out.

Cllr Jones gave notes on the Commons meeting as attached.

#### **17/170 Council Finances and Accounts**

- **Income (attached)** To note income to date

The Parish Council had received the following grant payments for The Common:-

27/07/2017 – ESS HLS - £630.00 – this related to a one off capital payment for works carried out in 2015 (Reckford Road hedge clearance).

06/09/2017 – ESS HLS - £1336.50 – this sum represents an advanced payment totalling 75% of the grant due for 2018. It was also noted that the Council had not yet received monies due for the second half of 2017 totalling £891.00.

(Note the ESS HLS will now make the annual payments in two payments for the ratio of 75:25 with immediate effect.)

- **Expenditure (attached)** To note expenditure to date in new 2017-18 financial year
- **Invoices and Payments** To consider the following for payment

From	Item	Amount
Leiston Press Signage	Kiss Cut Lettering Defibrillator, playing fields, Post Office (paid during month)	199.20
Cllr J Alexander	Posts for Fire Signs (paid during month)	71.80
Cllr N Shearme	Fireworks (paid during month)	1000.00
Madeleine Kerry	Parish Clerk	289.90
Premier Toilet Hire	Toilet at the Community playground	108.00
Command Pest Control	Environmental Health – Traps at the pond	90.00
Cllr Roy Swindell	Grass cutting – community field	40.00
Cllr Roy Swindell	Trophy Engraving	6.50

#### 17/171 Planning Applications

From	Item	Details
Johnathan Clark Hill	DC/17/2723/FUL	Demolition of Pine Cottage and replacement with 2 storey 2 bedroom house
Ian Johnson	DC/17/3152/PN3	Change of use to create tea room
Dr. Judith Tyson	DC/17/2841/DRC	New two storey dwelling on site of the Old Forge Cottage which will be split in half

**DC/17/2723/FUL – Planning Application Approved**

**DC/17/3152/PN3 – Planning for change of use – Approved**

**DC/17/2841/DRC – Planning application – date of approval has passed**

#### 17/172 Housing Needs Update

No updates. Still awaiting hearing from Agent.

#### 17/173 Tree Warden Report

No updates.

#### 17/174 Road Works, Hedges and Flooding.

Cllr Nick Shearme brought up the fact that the maintenance of ditch next to Lay-by next to common needed to be cleared. A letter to be written to Mr. Kersey. Highways Department

Cllr Nick Shearme and Cllr Julian Alexander agreed to meet up with him to discuss. Parking at the bottom of Love Lane also to be raised (see minute 17/181 below).

#### **17/175 SALC**

None

#### **17/176 Sizewell**

None

#### **17/177 VAS (Vehicle Activated Sign)**

Cllr Roy Swindell discussed the findings of the VAS reports and associated timings.

#### **17/178 Correspondence**

Email from Tony Ingram – re concerns of travellers on the common and how the Council will have plans to prevent this. Chair Andrew Paige has spoken to Tony Ingram.

#### **17/179 Fireworks - 1<sup>st</sup> January 2018**

Cllr Julian Alexander to get the gorse cut back prior to the bonfire on 1<sup>st</sup> January 2018.

#### **17/180 – Bus Shelter – Blythburgh Road**

The bus shelter along Blythburgh Road the glass has been shattered and is dangerous for children. Cllr Paul Holmes to replace the glass and cover with security film. Damage has been accidentally caused by NORSE while cutting grass.

#### **17/181– Parking at the bottom of Love Lane off Mill Street**

A couple of the residents of Love Lane have complained about parking at the bottom of Love Lane has caused obstruction and they are unable to get through. (Lis Young). Clerk to contact Lis Young to let her know that we are looking into the matter. Clerk to contact Highways department and ask their advice.

**17/182 – Update on Future development of the Village Hall** –Cllr Andrew Paige gave a summary of the meeting of the village hall. Cllr Julian Alexander expressed concerns with regard to parking at the village hall and the problems it causes.

**17/183 – Representative for reading in Church for Carol Supper** – Vice Chair Arlette Smith asked for volunteers. To ask Cllr Anthony Clough on his return.

#### **17/184 – Appointment of Data Protection Officer.**

Chair Andrew Paige to attend meeting about why there is a need for a Data Protection Officer on 9<sup>th</sup> November 2017.

#### **17/185 Date of Next Meeting**

To note that Council next meets on **Monday, 23 October 2017 at 7.30pm**