

WESTLETON PARISH COUNCIL

Councillors are duly summoned to a **Meeting of Westleton Parish Council** to be held at 7.30pm on **Monday 26 February 2024** in the Village Hall, Westleton. Members of the public are entitled to attend.

Ian Haines
Parish Clerk

AGENDA

24/20 Introductory remarks and apologies for absence

24/21 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.

24/22 Contributions from members of the public

Members of the public who are present are not entitled to participate in the Council meeting but are invited to give their views on items on the agenda or raise other relevant issues for Council to note. (The time allowed: maximum of 3 minutes per speaker and up to 20 minutes in total for this item).

24/23 Pre Meeting Report from SCC Councillor

To receive a report from Cllr Richard Smith.

24/24 Pre Meeting Report from ESC Councillor

To receive a report from Cllr Paul Ashton.

24/25 Minutes of Previous Meeting

To confirm the minutes of the meeting held on 29 January 2024.

24/26 Matters Arising from the Minutes

24/27 Council Finances and Accounts

(a) Projected year-end figures

(b) Income 2023/24 To note income to date

(c) Expenditure 2023/24 To note expenditure to date

(d) Invoices and Payments –

To consider the following for payment:-

From	Item	Amount
Ian Haines	Clerk exp (£74.60) & gross salary (£744.03) Feb	£818.63
John Bebbington	Expenses for production of Annual Common Report	£11.08
Leiston Press	Printing of plans for 29/1 mtg (Traffic Measures)	£63.60*
Leiston Press	Printing for Consultation event 5/2	£163.20*
Leiston Press	Additional printing for Consultation event 5/2	£28.60*
Leiston Press	Printing of Village Questionnaire	£105.60*
Guy McGregor Assocs	Payroll services - quarter	£16.20
Ian Johnson	Refreshments etc for Consultation event 5/2	£16.59

* Payment made by Debit Card

24/28 Feedback from Working Parties

- (a) **Common** – Cllr N Shearme to update.
- (b) **Community Field** - Cllr P Holmes to update.
- (c) **Car Parking** - Cllr B Banks to update.
- (d) **Allotments** - Cllr J Alexander to update.
- (e) **Affordable Housing** - Cllr C Fisher to update.

24/29 Planning applications

From	Item	Details
High Croft Darsham Road Westleton IP17 3AL	DC/24/0304/FUL	<i>Revised plans covering previous application DC/22/4613/FUL - Demolition of existing dwelling, garage and outhouses and formation of a new four bedroom house, garage and garden studio</i>
	Status:	Deadline for observations: 1/3/24 Response:

24/30 Other Planning Matters

24/31 B1125 Working Group and Traffic Mitigation Plans for Westleton

Feedback/update from Village Consultation event held on 5/2/24.

24/32 Tree & Footpath Warden Report

Cllr I Webber to report.

24/33 Parish Council Surgery

Cllr I Johnson to provide feedback from the session held on the morning of 26/2/24.

24/34 Finance Sub Group

Further to minute 24/8(b) to consider the membership of this group. It was agreed that Cllr J Matthews should effectively be the lead person. It is recommended that a maximum of 5 Members be appointed to include the Chair & Vice Chair of the Parish Council.

24/35 Correspondence to the Council

Any correspondence to be noted and considered.

Date	Details of Correspondence	Actions Taken/Required
11/2/24	Email from Peter Chandler re Flooding along Blythburgh Road	For discussion under item 24/23
12/2/24	John Bebbington – Westleton Website	To note

24/36 Date of Next Meeting

To note that the Council next meets at 7.30pm on Monday 25 March 2024.

Exclusion of Press and Public (LGA 1972, Part 1, Schedule 12A, Section 100A(4)). To consider whether under Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972 and indicated against each item marked***