

WESTLETON PARISH COUNCIL

MINUTES

Minutes of a Meeting of Westleton Parish Council held at 7 30 pm on **Monday 28th March 2011** in Westleton Village Hall.

There were present –

Cllr A Smith (*in the Chair*), Cllrs J Alexander, B Caines, A Clough, P Holmes, A Paige, S Robertson, G Turner, R Strowger, R Swindell.

In Attendance

Cllr Slater (SCDC)

Cllr Leighton (SCC)

Chris Cardwell, Clerk of the Council

There were 19 members of the public present.

Pre Agenda Matters

The Chair welcomed all to the meeting.

Contributions from members of the public were received on the following matters –

- Pleased that the plan for parking at Bakers Lane/Mill Street had been agreed previously. Enquiries received about adjacent bank and boundary – home to Dunwich Rose. Grassed area reduced to 5/6 feet and bank damaged – should Commons SC consider?
- Community Field planting looks good. Bakers Lane/Mill Street parking area churned up from several years ago – unauthorised clearing took place – plan consulted on and agreed – thanks to WPC for addressing concerns – provides for 18 parking spaces and removes route from boundaries as far as possible – hope WPC will now progress
- Stakes removed by persons unknown – now replaced – thanks to Cllr Clough and Mr Ingram for their work
- Parking plan is expensive and too elaborate – does more than is necessary – was help if 30mph sign was moved – prepared to contribute £100 to cost – build up corner behind Skylarks – soft spots and hollows could be filled in and area would soon recover and evolve
- Have reservations about restrictions to access – narrow track looks too wide

11/32 Introductory remarks and apologies for absence

The Chair welcomed all. There were no apologies for absence

11/33 Declaration of interest

Cllr Turner declared an interest in item 11/40 re: planning application, 24 Grange View.

11/34 Pre Meeting Report from SCC Councillor

- SCC budget now set – no increase in Council Tax - £42.5M shortfall in funding – cuts inevitable

- Appreciated concerns about bus services – can no longer subsidise – have introduced demand responsive service. Several Councillors expressed concern about the adequacy of the service and whether it would actually result in financial savings. Cllr Robertson repeated earlier representations about diverting the route of the remaining service to Beccles for it to call at Westleton and referred to the desirability of seeking to introduce a car sharing scheme.

11/35 Pre Meeting Report from SCDC Councillor

- Review of Planning Service – better consultation – PC's should be involved in pre application discussions – decisions that go against wishes of local communities should be justified. Assertion is that 84% of decisions are in line with local wishes – suggestion is that Parish Clerks monitor this.

11/36 Minutes of Previous Meeting

Minutes of the meeting held on 28th February 2011 were received. It was **AGREED** that they be confirmed as a true record.

11/37 Matters Arising from the Minutes

Progress reports were received on –

- Remedial works to Bakers Lane/Mill Street Car Parking Area
The Clerk introduced the most recent exchange of emails with SCDC and Cllr Clough updated Council on subsequent developments, proposing that the plan as agreed at the open meeting be adopted and the positioning of posts be agreed upon. In the subsequent discussion it was proposed by the Chair that the specification be amended to replace crushed concrete with road tarmac shavings in order to reduce cost and provide a better finish. It was noted this would require the use of a whacker plate. Cllr Alexander expressed concerns about the roadway, did not agree with the provision of parking spaces for the cottages and objected to the position and dimensions of the track. Cllr Strowger fully supported the views of Cllr Alexander. Cllr Swindell saw no reason to further revisit or amend the specification and seconded the substantive resolution which was **AGREED** by majority vote.

The Clerk raised a point of detail about the exact number of posts required. It was **AGREED** to proceed on the basis that the number be confirmed with Cllr Clough and Mr Ingram following which the quotation be adjusted as specified and accepted.

- Improved Access to Common
Council **NOTED** that the work had been completed and the invoice would be settled. Cllr Swindell indicated the contractor would dress the area at the end of the season, at no additional cost.
- Junction of Dunwich Road and Blythburgh Road
The Clerk reported that SCC had confirmed any damage caused to the Highway and verges as a result of the Minsmere works traffic route would be repaired at the Environment Agencies expense.

- **Nomination Forms for Candidature**
The Clerk reported he would deliver any completed forms to SCDC on 29 March, the latest closing date for receipt being 12 noon on 4 April.

b) Other Matters

None were raised.

11/38 Council Finances and Accounts

Income

Council **NOTED** a display of income to date.

Expenditure

Council **NOTED** a display of expenditure to date.

Statement of General Financial Position

Council **NOTED** a display of the general financial position.

Governance Matters

The Clerk introduced and Council reviewed -

(i) Level of fidelity guarantee insurance cover, (ii) Risk assessment during the year, (iii) Effectiveness of internal audit with regard to scope, independence, competence, relationships, planning and reporting (*Accounts and Audit (Amendment) (England) Regulations 2006 refer*) confirming it was content with the existing arrangements.

• **Invoices**

It was proposed by Cllr Robertson, seconded by Cllr Alexander and **AGREED** that the following invoices be paid –

From	Item	Amount £
Glasdon Manufacturing Ltd	Supply of Grit Bin	158.00
Society of Local Council Clerks	Renewal of Membership	95.00
Cllr P Holmes	Reimbursement purchase of Union Flag	75.45
Cllr R Swindell	Reimbursement purchase of Bonemeal	12.99
Westleton Village Hall	Recycling Credits	41.66
Westleton Village Hall	Rental	44.00
C Cardwell	Clerks Salary	375.00
C Cardwell	Clerks Expenses	90.54
SCDC	Parish Tree Scheme Contribution	80.00
Wrentham Engraving	Plaque for Memorial Clock	70.00

11/39 Sub Committees and Advisory Committee

• **Community Field Sub Committee**

Council received a note of the meeting held on 24 February and Cllr Swindell provided updates on -

- Boules Court – top dressing was awaited
- Planting - completed
- Water Supply pipe and groundwork – trench to be dug on 9 April
- Speed Management Measures – revised quotation of £620 awaited from SCC and agreed previously

- Netball equipment – installation delayed but now to include at no additional cost additional waste bin and replacement of plywood surrounds

Council resumed consideration of the proposal carried forward from its last meeting viz. that the Sub Committee – *“Request permission from WPC to hold in the coming year a maximum of four car boot sales a year on the understanding that advertising will be limited to the immediate local area”* and following discussion agreed to consider further once a response to the Clerks enquiry about the possible need for planning permission had been received from SCDC.

- **Planning Sub Committee**

The Chair introduced and Council reviewed the arrangements for consideration of planning application. It was **AGREED** that to organise meetings of the Sub Committee was often impractical and that the current arrangement of routine applications being available to view on an individual basis via the Clerk be maintained with meetings to be arranged at the Chairs discretion for significant proposed developments.

- **Westleton Common Sub Committee**

The Chair indicated that in Ms Paul’s absence Ms Bullimore had been invited to join the Sub Committee. Council confirmed its consent and indicated no further changes to membership were required.

- **Westleton Common Advisory Committee**

Council received a note of the meeting held on 11 March and **NOTED** that a further meeting of the Advisory Committee would be held following which a report would be presented to Council. It was like that a public meeting would take place. Mr Murrell and all participants were warmly thanked for their work to date.

- **Car Parking Sub Committee**

Council received a note of the meeting held on 4 March and the Sub Committees report to Council. Members were warmly thanked for their work on this matter. Council agreed to consider the report in detail at the next meeting.

11/40 Planning Applications and Decisions

- RSPB Minsmere – Council **NOTED** the granting of planning permission
- 24 Grange View, Westleton – Council considered the application and resolved to object on the grounds that the proposed development was not in keeping with adjacent housing, the roof line was too high and disproportionate.

11/41 SALC Meeting

Council received a report from Cllr Paige that the meeting had focussed on best practice regarding the keeping of data. A report had also been received from the Sizewell Stakeholder Group.

11/42 Correspondence

- Council resumed consideration of communication from BFC regarding the possible location of a storage container. Cllr Caines believed the Reckford Road site was insecure, too far away from the centre of the village and would require the mower to be driven on the highway and suggested the Community Field would be a better location. Cllr Holmes believed placement on the Community Field would be seriously objectionable to those in surrounding houses, whilst Cllr Swindell questioned if planning permission would be required for placement on that site. Cllr Robertson sought an assurance that flora and fauna on the Common would not be adversely affected and following further discussion it was proposed by Cllr Paige, seconded by Cllr Swindell and **AGREED** that the Reckford Road location be used subject only to no adverse effect on any rare species.
- Cllr Swindell introduced representations regarding imminent changes to Library Services and following discussion it was **AGREED** the Clerk should publish a notice providing a link to the SCC consultation process.

10/43 Date of Next Meeting

Council **NOTED** that it next meets on Tuesday 26 April 2011.

The meeting closed at 9 30 pm.

CC/15 April 2011