

**Westhall Parish Council**  
**Minutes of Parish Council Meeting held on**  
**Monday 2<sup>nd</sup> March at 7.30pm in Westhall Village Hall.**

**Members Present:** Mr S Darch (Chairman); Mrs L McTaggart; Mr M Rogers; Mrs L Palin;  
Mrs E Clark; Mr J Lickman and Mr D Thompson.  
**In Attendance:** Mrs M Rogers (Clerk); Mr T Goldson (SCC)  
**Public Attendees:** Mr P Langford.

1. **Apologies:** PC S Green (Suffolk Constabulary).
2. **Declaration of Interests:** Mr Rogers declared pecuniary interest in relation to clerk and finance. Mrs Palin and Mrs McTaggart proposed that Mr Rogers remain in attendance for this item but not to vote or comment.
3. **Minutes of Previous Meeting:** Mrs Clark proposed, seconded by Mr Lickman that the minutes of the February meeting be signed as an accurate record of the meeting.
4. **Matters Arising from previous meeting minutes that are not included in the agenda.** None
5. **Correspondence and Actions.**

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| 1. SCC Temporary Traffic Order – Church Lane               |
| 2. SCC Temporary Traffic Order – Wangford Road             |
| 3. SCC Education and Learning Plan                         |
| 4. Halesworth Meeting                                      |
| 5. Chris Lynch Chippings                                   |
| 6. SALC – Newsletter                                       |
| 7. LAIS 1374/1375 – Travel Expenses and Electronic Summons |
| 8. SALC Waveney Area Meeting dates for the year            |
| 9. SALC – Legal Briefing – Transparency Code.              |
| 10. SALC Parish Polls Consultation.                        |
| 11. SALC – War Stock                                       |
| 12. Helimedi Magpas Medical Charity – Donations            |
| 13. Emergency Planning Q.                                  |
| 14. Waveney Norse, Spring Clean Suffolk                    |
| 15. SALC Waveney Area Meeting for March                    |
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Item 13. Emergency Planning Questionnaire – completed and agreed by council. Mrs Clark stated that Emergency Planning has been discussed in the past and clerk will have any details of this ready for next meeting.

6. **Finance Matters. (See declaration of interest above)**
  - a) Clerks salary cheque for March proposed Mr Lickman, seconded Mrs Palin, cheque no. 100618 for £85.00 signed.
  - b) Cheques for annual donations agreed at February meeting signed as follows – Westhall Clover Leaf Club 100615 for £50.00; Westhall St Andrews Church 100616 for £50.00 and Village Hall Car Park Fund 100617 for £100.00.

- c) Transfer of money to Reserves Account will be discussed at meeting following election in May.
- d) Transparency Code for PCs. NALC has been working with Government on a Transparency Code for councils with an annual turnover of less than £25,000. Under new audit framework, from April 2017 PCs with turnover not exceeding £25,000 will be exempt from external audit. Authorities will now have to publish all transactions/items above £100 (ex VAT); a summary of the purpose of expenditure; end of year accounts; annual governance statement; internal audit report; list of councillor or members responsibilities and asset register. Agenda and associated papers should be published no later than 3 clear days before a meeting and minutes should be published. All this information should be published on a website which is publicly accessible free of charge. The problem of a website should be investigated.
- e) Cheque Signatories. In view of the new code above PC should continue with two signatories by councillors and will be added to the Risk Assessment. A new bank mandate will be obtained ready for completion post-election.

7. **Planning. - None**

8. **TOPICS FOR DISCUSSION.**

- a) **Broadband Coverage.** Mr Lynch's email was read out. Mr Goldson confirmed Rumburgh also had a download speed of 0.4 mbps but little could be done at present it is all part of the update towards Fibre Optic.
- b) **Additional parking outside former Council Houses at Mill Common.** When the final costing has been received from Mr Kerridge (SCC) the PC will urgently need to identify a WDC tenant and complete the form for WDC Funding. Letters of complaint need to be written from residents in the area, especially regarding Mr & Mrs Bohanan's hedge. Members of the Council need to talk to the residents.
- c) **Waveney Area Meeting.** Agenda and Minutes of last meeting received. Next meeting 11 March at Bungay.
- d) **Campus.** Following Mr Wilcox talk last month there are concerns over sports facility supporting health centre; what was the time factor over the health centre; the fact that the health centre was part NHS and part care centre who was paying to build it; who was paying the staff; would the staff be local people; who was going to run the centre. The fact that the Health Centre and Sports Facility should take priority over any other proposals for the Cut and Rifle Hall. It seems that a lot was going to be done with money obtained from the Dairy Hill Sale. Although there was a presentation at the Rifle Hall on 21<sup>st</sup> March from 10am to 4pm it was thought advantageous to ask Mr Wilcox to attend a future meeting, possibly in June and advertise to the village.
- e) The Halesworth Parishes Meeting will be held on 4<sup>th</sup> March at Spexhall Village Hall. Mr Darch and Mr Lickman will attend.

9. **Vacancies.**

Clerk will not receive nomination forms until at least the 20<sup>th</sup> March, these have to be returned to WDC by 4<sup>th</sup> April at the latest.

#### **10. Roads & Footpaths.**

Following Mr Lynch's complaint regarding the road surface at Cox Common, Mr Lickman had been in touch with Mr Kerridge (Highways SCC) who confirmed that several villages were affected in the same way and an investigation was being carried out, which may lead to the road being re-surfaced again, in the meantime the area will be road swept to clear the loose chippings.

Work will be carried out on Church Lane from 13<sup>th</sup> March although the verges have already been cut back.

Mr Goldson explained that if PCs reported pot holes and incidents by midday work should be completed within 36-48 hours.

#### **Reports from SCC/WDC/Suffolk Police.**

Mr Goldson stated that things were quiet at present although SCC were liaising with the rail franchise with a view to reinstating the direct Lowestoft to London train.

#### **12. Any Other Business.**

Mr Thompson provided details of the Beccles Town Council rule on use of pesticides on allotments and clerk will add this to the Westhall rules and tenancy agreement with a note to all holders.

It was proposed that a pay rise for the clerk be placed on the April agenda under Finance along with the Campus topic for further discussion.

#### **13. Summary of Newsletter for Publication.**

General overview of meeting, chippings, transparency code; Mill Common parking asking for a volunteer and letters.

#### **14. Date and Time of next meeting. – 13<sup>th</sup> April at 7.30.**

Meeting closed at 8.45 pm.