

**Westhall Parish Council
Minutes of Parish Council Meeting held on
Monday 11 May 2015 at 8pm in Westhall Village Hall.**

The retiring councillors withdrew and the new council took office.

Members Present: Mr P Langford; Mrs L McTaggart; Mrs L Palin and Mr J Lickman.
In Attendance: Mrs M Rogers (Clerk). Mr T Goldson
Public Attendees: None

1. **Apologies:** Mrs E Clark; Mrs L Studd and Mr K Studd and PC S Green (Suffolk Constabulary).

Election of Officers.

Clerk asked for a proposer as Chairman. Mr Lickman was proposed by Mrs Palin seconded by Mr Langford. Mr Lickman accepted office.

Mr Lickman proposed Mrs Palin as Vice Chairman, seconded Mrs McTaggart. Mrs Palin accepted office.

Mrs E Clark and Mrs L Palin as (Allotment Auditors/Inspectors) proposed Mrs McTaggart, seconded Mr Langford.

Mrs McTaggart volunteered (on behalf of Mr B McTaggart) Footpath Warden.

Clerk will remain as RFO and Proper Officer of the Council.

Treasurer will be elected at the next meeting.

Declaration of Acceptance Forms will be passed to councillors.

Code of Conduct form. Councillors will be required to fill in 'Declaration of Interest' forms on line. Passwords will be sent from East Suffolk office. Should anyone wish the clerk to complete the form on their behalf please arrange a date after receipt of your passwords.

Re-election of Bankers - Barclays Bank re-elected as PC Bankers. Proposed Mrs Palin, unanimously agreed by councillors present. Clerk asked for a further volunteer as cheque signee. Mrs Palin agreed to join Mr Lickman and Mrs Clark who are already on the list.

2. **Declaration of Interests:** None.
3. **Minutes of Previous Meeting:** Mrs McTaggart proposed, seconded by Mrs Palin that the minutes of the April 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.**

1. Temporary Closure of Bridleway 16.
2. SALC – Meeting dates
3. LAIS 150428/1380 updates
4. SCC – Broadband
5. NALC – Local Audit and Accountability Act 2014
6. Volunteers working in the Highway.
7. Letter from First Responders Wangford.

6. Finance Matters.

- a) Clerks Salary for April and May was agreed. Proposed Mrs Palin, seconded Mr Langford. Cheque numbers 100620 and 100621 for £90.00 each were signed.
- b) Transfer of funds to Reserves Account. After discussion it was agreed to add £100.00 to the account. Proposed by Mr Langford, seconded by Mrs Palin. Cheque number 100623 signed.
- c) **Transparency Code.** Clerk had looked at the One Suffolk website with a view to using this under government new transparency rules. There was a large query in the 'Terms and Conditions' statement which stated that by agreeing to the Terms "*we granted onesuffolk a licence to use, reproduce, modify, adapt, publish, create, derivate works from, distribute and display in public content that you make available on the Portal, in any form and media, on or in connection with the Portal, at no cost to us and for as long as we require. This includes the right for onesuffolk to sub-licence the Content to third parties on the same terms.*" Clerk had asked SALC with regard to this statement, their answer from One Suffolk was that by using any website we made our content public and we should be assured that they would never share any personal information with any other party. PC were all unhappy with the words modify, adapt, create works from. Mr Goldson advised the clerk to contact Mr Charvonia at WDC who would qualify the legal standing and how safe was the information placed on the website.
- d) **Community Action Suffolk.** Membership renewal, proposed by Mrs McTaggart, seconded by Mrs Palin that this be renewed. Cheque number 100622 for £30.00 signed.

7. Planning - NONE

8. TOPICS FOR DISCUSSION.

- a) **Broadband Coverage.** Clerk had emailed Mr Chown for an update. In October they will be (a) announcing a scheme whereby any premise which does not currently get 2mbps will be offered a free satellite broadband installation, with the householder paying the monthly charge. Mainly a stopgap until fibre can be 100%. And (b) announcing the roll-out for the second contract which will start later this year and run through to 2017, resulting in 95% coverage. They are looking in a further solution to get 100% coverage.
- b) **Mill Common Parking.** Final Plans are being drawn up. Chairman stated that he would be willing to talk to the tenants taking a formal letter and the forms for them to sign. Mrs McTaggart would also attend. Details will be drawn up later in June.
- c) **Halesworth Divison Parishes Meeting.** VAS equipment will soon be on the major routes for example Bungay Strait. SCC will not now be carrying out certain works on highways. Litter clearance, grass cutting on highway verges, skirting back vegetation from footway surfaces, sign cleaning and minor repairs, snow clearing, salt/gritting, VAS equipment. All these works will now be the responsibility of Parish Councils and volunteers. Formal training may be involved. Waveney Norsk would provide visual jackets and litter pick equipment should the village wish to carry out a volunteer clean-up day.

9. Vacancies. None.

10. Roads & Footpaths.

Cox Common chippings – ongoing as Mr Kerridge is away.

Mill Common repairs – clerk had noticed an area not marked for repair at the entrance to the Village Hall Car Park and reported it to Keir who stated that this was not deep enough for repair and would be filled by the Tar and Chippings surface. There are also two pot holes outside Railway Cottage which have not been repaired and which the chippings have not filled.

11. WDC/SCC/Suffolk Police. None.

12. Any Other Business.

Street Light No. 6 is still burning continuously. It will be reported.

13. Summary of Newsletter for Publication. To include SCC Highways withdrawal of works.

14. Date and Time of next meeting. – Several councillors will be away for the June meeting. The next meeting will be held on 6th July. There will now be a meeting in August to replace the June meeting as the PC must meet at least 10 times in the year. This will probably be on the 3rd August, but will be confirmed.

Meeting closed at 9.10pm