

Westhall Parish Council
Minutes of Parish Council Meeting held on
Monday 5th October 2015 at 7.30pm in Westhall Village Hall.

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

1. **Apologies:** Mrs L Studd and Sargent E Vincent (Suffolk Constabulary).
2. **Declaration of Interests:** Mr Langford declared interest in Emergency Planning.
3. **Minutes of Previous Meeting:** Mrs Clark proposed, seconded by Mrs Palin that the minutes of the September meeting be accepted and signed.
4. **Matters Arising from previous meeting minutes that are not included in the agenda.**

Locks Road Allotment Gate – Ongoing.

5. **Correspondence and Actions.**

1. WDC – DC/15/3194/FUL- Summerhouse Mrs B Raven, Old Vicarage Cottages
2. Comm. Action Suffolk. Insurance Renewal
3. Norse – Grounds Maintenance
4. EDF – Newsletter
5. Low Common Bridge Repairs
6. Halesworth Parishes Meeting – Minutes – August and September
7. WDC – Second half of Precept
8. Vertas – Quarterly invoice for Grass Cutting
9. BDO – Audit
10. Glasdon Catalogue
11. Suffolk Constabulary
12. Halesworth PM Next Meeting date
13. SALC Website Competition
14. SCC – Suffolk Emergency Planning Newsletter
15. Halesworth Campus Public Meeting
16. SALC AGM
17. Charity Commission Updated.
18.
19.

6. **Finance.**

- a) **Clerk.** Proposed payment for September by Mrs Clark, seconded by Mr Studd. Cheque 100631 for £90.00 signed. No PAYE
- b) **Zurich Insurance** – Quote renewal date set for September 2018, proposed payment for 2015 Mr Langford, seconded Mrs Clark. Cheque 100630 for £222.86 signed

- c) **Vertas Invoice** for Grass Cutting Pleasure Ground second quarter – proposed payment Mrs Palin, seconded Mrs Clark. Cheque 100632 for £81.00 signed.
- d) **Annual Return and Audit.** BDO confirmed conclusion of audit, with one reservation. The Pleasure Ground required to be registered with the Charity Commission. This is already in place.
- e) **Charity Commission** Annual Return for 2015 has been completed on-line copy in envelope.

7. Planning.

DC/15/3194/FUL Mrs B Raven, 1 Vicarage Cottages. Erection of Summerhouse.

A further drawing had been forwarded from WDC Planning Department, PC discussed paths. Clerk had contacted neighbours and there were no objections. Application agreed.

8. Topics for discussion.

- a) **Mill Common Parking.** Mr Lickman and Mrs Clark had visited residents to obtain support. Application form will be completed and councillors will visit again for signatures. Mr Goldson will consult with WDC about the grant.
- b) **Grass Verges Cutting.** Ongoing - awaiting Definitive Maps from Mr Goldson.
- c) **Emergency Planning.** Mr Langford gave a short talk on the benefits of instigating an Emergency Plan. It gave support to the vulnerable members of the community; identified individuals with medical knowledge and local volunteers who could assist in an Emergency. Although local authorities have a duty to respond there are always other problems such as injured or homeless people. The focus is normally on PCs who would have a list of emergency phone numbers and a register of vulnerable persons. Utility providers usually warn of problems direct and through the media. Training can be given. He will supply a questionnaire to be passed through the village identifying any residents who could assist in an emergency situation.
- d) **Allotment Inspection.** Mrs Palin and Mrs Clark agreed to carry out inspection for AGM. Clerk will supply paperwork. Allotment charges will not be increased this year but will be reviewed in 2016 ready for next year's AGM.
- e) **Green Energy.** Ongoing.

9. Vacancies. None.

10. Roads & Footpaths.

Chairman reported that the paths leading to the bungalows needed cutting back. Clerk will contact WDC.

11. Reports from SCC/WDC/Suffolk Police.

SCC. Mr Goldson stated that the Government decision on Devolution was awaited. The idea was the local communities would deal with their own problems for highway services thus reducing SCC budgets. Media had reported SCC and Norfolk CC would be joining forces on growth, culture and industry, this was not necessarily the case.

Police. PCSO Sargent Edd Vincent reported by email that there were 2 crimes in July. A can of petrol taken from a garage and a second home broken into and alcohol and other small items taken over a 3 day period. He also reported that there has been a surge in shed break-ins on allotments and provided a poster for display.

12. Any Other Business.

Street light no. 6 was not lit again. Clerk will report it.

Newspaper recycle bin was still full. Discussion ensued. Mr Goldson stated that we could handle all recycling ourselves. It required WDC to remove all bins and PC should contact recycling firms themselves for reinstallation, we would receive the income.

Neighbourhood Plan. Mr Langford asked if the PC had come to a decision regarding a NP. Following PC visit to Waveney PC needed to document all concerns with regard to lack of infrastructure; identify all areas requiring protection as conservation areas; and state our preference with regard to new build. The PC needed to have a sub-committee to pull everything together.

13. Summary of Newsletter for Publication. General summary of meeting.

14. Date and Time of next meeting. – Monday 2nd November at 7.30pm. Annual Allotment meeting followed by normal PC meeting at 8pm.

Meeting closed at 8.50 pm.