

**Minutes of Westhall Parish Council**  
**Monday 13th November 2017 7.30 Westhall Village Hall**

Councillors Present: Mr P Langford (as Chairman), Mr J Lickman, Mr C Baker, Mrs E Clark, Mrs L McTaggart, Mr K Studd, Mrs L Studd (also as Clerk)

In Attendance: Cllr T Goldson, member of the public

1. **Apologies and acknowledgment of absences:** None
2. **Declarations of pecuniary and non-pecuniary interests:** None.
3. **Minutes of previous meeting:** Resolution passed minutes of 13th November meeting are correct record.
4. **Chairman and Clerk's report on progress of actions from previous meeting(s):** all actions completed but following noted:
  - Item 5d (10<sup>th</sup> July) - (*PC acting as trustee of 'Recreation Ground' charity.*) Mr Lickman and Mr Langford had filled potholes in car park; some material left over should more holes appear over winter.
  - Item 7 (10<sup>th</sup> July) - Emergency Plan. Cllr Goldson was thanked for funding for 8 volunteers' high vis jackets. **Action: Clerk to store jackets at Village Hall, ready to be issued to volunteers during emergency briefings.**  
Cllr Goldson still pursuing funding for grit bin for Low Common railway bridge.
  - Item 8d (10<sup>th</sup> July) - Defibrillator - **Action: For discussion at Halesworth Parishes meeting 30<sup>th</sup> January - Alison Wheatland of SCC has been asked to negotiate joint funding for several interested parishes inc Westhall.**
  - Item 5a (13<sup>th</sup> November) - Allotment holder of 2a, and 8 has still not paid. **Action: Mr Lickman to ascertain if he wishes to renew and, if so, collect payment of £9.**
  - Item 7b (13<sup>th</sup> November) - Cheque signed for PC's £100 contribution to Halesworth Town Council's free parking fund.
  - Item 8a (13<sup>th</sup> November) - Mr Langford reported on events at Halesworth Parishes meeting: (1) Presentation on becoming a special constable - once training completed can choose only to volunteer locally, requires 16 hours per month, details available on 01473 613589 and by e-mail on [specialsandvolunteers@suffolk.pnn.police.uk](mailto:specialsandvolunteers@suffolk.pnn.police.uk)  
(2) Presentation about addressing social isolation due to problem of aging Suffolk population, as Waveney area is second worst in terms of deprivation.
  - Item 9a (13<sup>th</sup> November) - Thanks to all residents who had responded to requests to cut back overhanging hedges, trees etc. **Action: (a) Clerk to chase Waveney Norse for reply about areas for which they are responsible and cc Mr Langford (b) Clerk to report on Suffolk Highways reporting tool Locks Rd streetlight obscured by trees and blocked drainage runs into ditches**
5. **Finance:**
  - a. Clerk's position - Clerk and Chairman reported research on national salary scales and local levels for parish clerks (role presently unpaid as Clerk is also a Councillor). Agreed annual salary for new clerk of £1086, based upon hourly rate of £9.05 and 120 hours work. **Action: (a) Clerk to issue advert in Tony's Stores and on website, and cc to Chairman (b) Chairman to circulate at Halesworth Parishes meeting 30<sup>th</sup> January.**
  - b. Dog waste bin - Agreed bin required by sewage works beside footpath sign. **Action: Clerk to order bin at £265 + VAT out of PC funds.**
  - c. Overgrown pavements, esp Wangford Rd in centre of village - Agreed that PC could deal with such problems out of PC funds. Cllr Goldson reported Suffolk Highways are issuing guidance shortly on what highway works Parish Councils may perform, and any

Signed (P Langford, Chairman):

restrictions, so agreed to await that guidance. **Action: meantime Clerk chasing Waveney Norse for reply about areas for which they are responsible.**

- d. Draft 2018-19 budget - Agreed to add £500 for necessary replacement of strimmer/brush cutter, £500 as PC's approx. 50% contribution toward cost of defibrillator and £400 for potential replacement hedge trimmer. Brings budgeted net expenditure to £4386.
- e. WDC precept level - in light of expected bank balance at year end and agreed budget, agreed PC should request precept at same level as in 2017-18, ie £2572. **Action: Clerk to send request to WDC by 18<sup>th</sup> January.**

**6. Correspondence:**

- a. SCC - Halesworth Parishes meeting Wissett Hall 30<sup>th</sup> January 7pm. **Action: Mr Langford to attend.**
- b. NALC - new legislation requires independent Data Protection Officer - ie Clerk can no longer perform role due to perceived conflict of interest. **Action: (a) Clerk to send Mr Langford details (b) Mr Langford to raise at Halesworth Parishes meeting 30<sup>th</sup> January as parishes might be able to share DP Officer**
- c. SCC - briefings on SCC's 2018-19 budget and WDC's financial report

**7. Reports from other organisations: None**

**8. Any items of information:**

- a. Save The Racehorse Inn - first meeting Thursday 18<sup>th</sup> January 7pm in Village Hall
- b. Reydon ladies only cycling club meets 2<sup>nd</sup> and 4<sup>th</sup> Sundays of month at 9.30am at Randolph Hotel in Reydon - all welcome
- c. Community Action Suffolk has appointed a Good Neighbour Scheme officer. For information and advice contact Sally Connick  
[sally.connick@communityactionsuffolk.org.uk](mailto:sally.connick@communityactionsuffolk.org.uk) 01473 345359 / 07884 563370

**9. News items for Halesworth Community News:** Completed patch repairs to car park, new parish clerk sought, new dog bin ordered and precept level kept at 2017-18 level.

**10. Meetings for 2018:** 7.30pm Monday 12<sup>th</sup> March, 14<sup>th</sup> May (AGM), 9<sup>th</sup> July, 10<sup>th</sup> September and 12<sup>th</sup> November.

Meeting closed at 8.30pm.

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