

**Minutes of Westhall Parish Council
Monday 12th March 2018 7.30 Westhall Village Hall**

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

In Attendance: Members of the public

1. **Apologies and acknowledgment of absences:** Mr J Lickman, Cllr Goldson
2. **Declarations of pecuniary and non-pecuniary interests:** None.
3. **Minutes of previous meeting:** Resolution passed minutes of 8th January 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 7 (10th July) - Emergency Plan - Box containing Plan and equipment now complete and stored under Village Hall stage. Grit bin for Low Common railway bridge - ordered.
Action: (a) Clerk to collect funding from Cllr Goldson following installation (b) Clerk to notify Suffolk Highways of trained grit spreaders for public liability insurance purposes - Mr Langford, Mr Lickman, Mr Baker, Mr Darch. Mr McTaggart.
 - Item 8d (10th July) - Defibrillator - *Action: Chairman to ascertain progress at next Halesworth Parishes meeting 11th April (Alison Wheatland of SCC seeking discount for 4-5 interested parishes).*
 - Item 5a (13th November) - Allotments 2a and 8 Locks Road vacated. *Action: Clerk to ascertain if Mr Darch interested.*
 - Item 9a (13th November) - Suffolk Highways confirmed that grips (drainage runs into ditches) due for clearance as per annual programme, and pavements due for weed spraying as per twice yearly programme. Any omissions should be reported online at: <https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/report-a-highways-issue/>
 - Item 5a - Mrs Ann Donnachie of Westhall has kindly accepted Clerk's role effective May 2018 at annual salary of £1086, based upon hourly rate of £9.05 and 120 hours work.
Action: (a) Clerk to brief Mrs Donnachie (b) Clerk to ascertain SALC training dates for new clerks course.
 - Item 5b - Dog waste bin for sewage works beside footpath sign ordered and awaited.
 - Item 6b - New legislation re: Data Protection Officer - Westhall holds very little personal data and does not 'process' it so role may be irrelevant, but research indicates Clerk could be appointed to role if necessary.
5. **Finance:**
 - a. Cheques signed since last meeting - £100 to Halesworth TC - free parking donation; £176.30 to Mrs L Studd - reimbursement of payment to Elite Industrial Supplies for high vis jackets; £88.49 to Vertas - 2nd grass cut (to be reimbursed by Recreation Ground)
 - b. Cheque signed - £ 136.42 to Mrs L Studd, reimbursement of payment to Glasdon for grit bin
6. **Racehorse Inn** - request by pub Steering Group for PC to register pub with Waveney DC as Asset of Community Value. Reasons:
 - a. demonstrates pub is of value to community
 - b. ensures community is informed of any planning application for change of use (although PC would receive such notification regardless)
 - c. shows PC is generally supportive of idea of community pub
 - d. newsworthy development, which might generate more local support

Signed (P Langford, Chairman):

Registration of pub as Asset of Community Value does not expose PC to cost, or commit PC to any further action. Effect is that, if pub owner finds a buyer, cannot sell without giving community chance to bid for pub. But note no obligation on owner to accept community's bid, even if higher than buyer's offer.

PC agreed that, subject to Steering Group receiving supportive advice from Plunkett Foundation, and providing appropriate wording for application, PC will apply for registration.

7. Planning:

- a. Fox Covert Farm (poultry farm) - planning condition. Noted planting scheme and 'juniper green' feed bins approved
- b. Holton Wind Farm - planning condition re: increased turbine length permitted in 2011. Noted monitoring of bird and bat impacts, which should have been completed during first 2 years of wind farm's operation, is to run April 2018 - October 2019.

8. Correspondence:

- a. Suffolk Highways - PC agreed its response to survey about extent of highway works currently carried out by PC or volunteers - ie that existing work is sporadic and reflects farmers' needs or Suffolk Highways's inability/unwillingness to deal, and PC is not prepared to undertake additional work. **Action: Clerk to submit result by 19th March**
- b. Beccles Town Council - potential transfer of Lowestoft Records Office to Ipswich
- c. Halesworth Parishes meeting inc Dementia Friends training - Wednesday 11th April 7.30 pm Wrentham Village Hall
- d. Halesworth Volunteer Centre - event for community groups seeking guidance/financial assistance - Bank Holiday Monday 7th May Holton Village Hall

9. Reports from other organisations: None

10. Any items of information:

- a. Community consultation on East Anglia Offshore Windfarms open until 3rd April 2018. Public information day at Sheila Peskett Hall Southwold 17th March 2018 3-6pm.
- b. Final draft of Waveney Local Plan (inc possibility of Locks Road site marked as suitable for housing) should be available shortly. Final public consultation will run 29th March-24th May 2018. **Action: (a) Clerk to circulate details once available (b) Clerk to include on agenda for PC's 14th May meeting.**
- c. Vertas's quote for cutting Pleasure Ground April 2018-19 has increased by £50 ie 15%. **Action: Clerk to query rise.**
- d. Congratulations issued to Pat Foat, longstanding resident of the village, on her imminent 100th birthday.
- e. PC Kevin Stollery (no 1577) Wildlife & Rural Officer investigating roadside rubbish.
- f. Query over responsibility for maintaining Westhall's fire hydrants. Several in Wissett found blocked when urgently needed recently by fire brigade. **Action: (a) Clerk to research** (post meeting info - Suffolk CC's Fire & Rescue Service responsible for ensuring hydrants are in working order and inspect 24-36 monthly. Damaged hydrants can be reported online at - <https://www.suffolk.gov.uk/suffolk-fire-and-rescue-service/fire-safety-in-the-community/fire-hydrants/report-a-damaged-fire-hydrant/> **(b) Chairman to report to Halesworth Parishes meeting 11th April**

11. News items for Halesworth Community News: new Clerk, Holton Wind Farm bat and bird surveys, new grit and dog waste bins, decision to register pub as Asset of Community Value (provided Plunkett Foundation so recommends - see above)

12. Meetings for 2018: 7.30pm Monday 14th May (AGM), 9th July, 10th September and 12th November.

Meeting closed at 8.50pm.