

Minutes of Westhall Parish Council
Monday 11th March 2019 7.30 pm Westhall Village Hall

Councillors Present: Mr P Langford (as Chairman), Mr J Lickman, Mrs Lesley Brown, Mrs Sally Self,
Mrs A Donnachie (Clerk)

In Attendance: Cllr Tony Goldson, Members of the public

- 1 Apologies and acknowledgment of absences:** Apologies - Mr C Baker; Absent- Mrs L McTaggart
- 2 Declarations of pecuniary and non-pecuniary interests:** None.
- 3 Minutes of previous meeting:** Resolution passed minutes of Westhall Parish Council meeting of 14th January 2019 are correct record.
- 4 Chairman and Clerk's report on progress of actions from previous meeting(s):** All actions completed/designated to other Agenda items below, but following noted:
Item 5b (10/09/18) Barclays Bank Accounts: Mandate Change Form and now complete. *Action: Clerk to deliver form to local branch for processing.* **Item 6 (12/11/18) Vacancies:** See Agenda Item 7. **Item 10 (12.11.18) Funding Request from Westhall Community Pub Society:** The Public Works loan is now on hold while the committee consider alternative funding sources. *Actions: None.* **Item 11a:** Office equipment for use by WPC Clerk, laptop, printer and software, and possible 50% grant application from Cllr Goldson. *Action: Clerk to submit costings and ideas for software licence to Chairman..*
- 5 Finance:**
 - 5a Financial Report by Clerk:** Bank reconciliation of accounts to 28/02/19
 - 5b Budget & Precept for 2019-20:** Clerk updated draft budget document. Chairman confirmed requirement to increase the precept by 10% to cover increased costs of running the Parish, which equates to approximate increase of £2 per year on a Band D property. This was approved by a majority of parish councillors.
 - 5c Renewal of Vertas Contract for Grounds Maintenance:** Approval given to renew contract from 01/04/19 to 31/03/2020 at a cost of £355.62 + VAT. *Action: Clerk to process paperwork*
 - 5d Cheques signed to:** Clerk salary & stationery £186.00.
- 6 Planned withdrawal of Village bus services 88 & 90:** Due to underuse the current provider Konectbus announced withdrawal of these services from 31st March 2019. Suffolk County Council have provided funding and negotiated replacement operators for these routes. **Service 90:** As from 23/04/19 Borderbus will undertaken to provide two services that will effectively provide similar options to the withdrawn service 90. From 01/04/19 First Eastern Counties have undertaken to extend the existing 99 service to cover the withdrawn 88 service between Southwold, Halesworth and Bungay. Service frequency will be reduced from every hour to ever two hours (with some extra journeys for schools).
- 7 Current Vacancies on Parish Council & Preparation for Local Elections:** Welcome to new Councillor Mrs Sally Self who has been co-opted onto the Parish Council. Nomination Pack and timetable for local elections have been distributed to councillors who are standing for election on 2nd May 2019. Clerk asks that these forms be returned to her duly completed prior to Monday 18th March when she is required to deliver these by hand to the Council Offices in Lowestoft. *Action: Parish Councillors to complete forms and return to Clerk.*
- 8 Planning Applications:**
 - 8a Jenta, Bacons Green Road, Westhall. Application No: DC/19/0504/FUL: Internal and external alterations to property.** No objections/comments from WPC.
 - 8b. Ivy Grange Farm, Butts Road, Westhall - Application DC/10/1211/COU: Change of use of Amenity Building to residential accommodation.** No objections/comments from WPC.
 - 8c. Cox's Farm Bungalow, Wangford Road, Westhall:** Following our discussions at our last meeting the Chairman has spoken to WDC Planning Department for advice regarding this proposed development. They responded that as the site was outside of the village's permitted development boundaries, the developers would require to submit a special case to develop the site beyond replacing the existing dwelling.

- 8d. Oak Tree Farm, Cox Common, Westhall - Application DC/19/0915/PN3|: Change of use of agricultural buildings to dwellinghouses.** This application could not be formerly discussed as we were only notified before Agenda set. However, no objections/comments from WPC.
- 9 Sizewell C Stage 3 Public Consultation:** Discussion on the implications for this area and the effect on road safety due to increased traffic. Parish Councillors have viewed information pack from EDF showing proposals for Sizewell C and requesting feedback. Chairman presented draft responses to this consultation which were supported by the parish council. Copy of responses attached. **Action: Clerk to forward responses to EDF.**
- 10 Allotments:** Following the retirement of our Allotments Officer, Cllrs Sally Self & John Lickman have agreed to carry out the regular inspections at the Parishes 3 allotment sites. We have 3.5 plots currently vacant at Locks Road. **Action: Clerk to continue advertising vacancies locally and on our website.**
- 11 Westhall Parish Council Website:** Discussion on website content and possible contributors, eg. Westhall Village Council. Carry forward till next meeting in May once further enquiries made.
- 12 Correspondence Received:**
- 12a Litter Picking Scheme run by Waveney Norse from March to May** - open to community groups.
- 12b Suffolk Constabulary Safer Neighbourhood Team (Halesworth)** - Next meeting to be held at Halesworth Day Centre (Council Offices, London Rd) between 10.00am & 11.30 on Monday 18 March 2019. Opportunity to meet with Locality Inspector, Mark Jackson and ask about issues affecting our community.
- 12c Have your say on the draft Mental Health Strategy:** There is still time to give your views on the draft Norfolk and Waveney Mental Health Strategy, visit <https://www.healthwatchnorfolk.co.uk/ingoodhealth/stp-mental-health/> or you can complete their online survey at: <https://www.smartsurvey.co.uk/s/NWMHStrategyDraftFeedback/>.
- 12d Community Help Wanted:** HomeStart are looking for support for this charity based in Beccles. They recruit and train volunteers to support families, both practically and emotionally in the Waveney and Lowestoft area. **Action: Clerk has already agreed to displaying their poster locally, on our website and details forwarded to Westhall Community News.**
- 12e Pre-election period (purdah)** Guidelines Received from SALC Purdah relates to the period leading up to an election, when councils must take extra care when considering their publishing obligations due to heightened sensitivity of the period. Councils are required to have regard to the [Code of Recommended Practice on Local Authority Publicity](#) (March 2011), when considering decisions. The period begins with the notice of election and ends on election day (10 pm on 2nd May). Date of notice of election: 15 March.
- 12f Westhall Oil Syndicate:** After 7 years of running this service, Mrs Studd will no longer be arranging the parish's bulk buying of oil. Please see our website where Louise has given details of alternative suppliers. We thank Louise for all her hard work over the years.
- 12g Waveney Local Plan Update:** The Government-appointed Planning Inspector has found that the Waveney Local Plan satisfies the requirements of Section 20(5) of the Planning and Compulsory Purchase Act 2004 meets the criteria for soundness set out in the National Planning Policy Framework, subject to a number of main modifications being incorporated into the plan. Full Council will be asked to formally adopt the Waveney Local Plan as modified at a meeting on 20 March 2019. Main modification affecting Westhall Locks Road is the insertion of the word 'approximately' before each reference to dwelling numbers.
- 13 Reports from other organisations:** None
- 14 Any Items of Information:** None
- 15 News Items for HCN and other media:** Planned changes to Bus Services with proposed replacement service; Sizewell C Stage 3 Public Consultation - Parish Council's submitting comments on the volume of traffic and traffic management proposals; Waveney District Council Local Plan amendments to Locks Road development.
- 16 Meetings for 2019:** 7.30 pm Monday 13th May (AGM); 8th July; 9th September and 11th November.
Meeting closed at 9 pm

1 Attachment: Responses to Sizewell C Stage 3 Public Consultation