

## Minutes of Westhall Parish Council

Monday 9<sup>th</sup> September 2024 at 7.30pm in Westhall Village Hall

**Councillors Present:** Mr S Darch, Chairman, Mr C Baker, Mr P Langford, Mrs M Rogers, Mr J Lickman, Mr T Betts, Mrs L McTaggart and Mrs A Donnachie (Clerk)

**In Attendance:** Jemma Gooch-Boags, Cranswick Poultry Farms  
Member of the public 0  
Annette Dunning, Suffolk County Councillor  
Beth Keys-Holloway & Geoff Wakeling – East Suffolk District Councillors

1 **Apologies and acknowledgment of absences:** Annette Dunning, Suffolk County Councillor and Beth Keys-Holloway & Geoff Wakeling – East Suffolk District Councillors were both unable to attend due to other commitments.

2 **To receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations:** Cllr Rogers declared a disclosable pecuniary interest regarding Item 7a DC/24/2349/FUL.

3 **Public Forum to receive reports from members of the public, County and District Councillors:** Both Suffolk County Councillor and East Suffolk District Councillors submitted their Parish Reports prior to the meeting. The Parish Council had no comments on these reports. **Action: Clerk to post reports to website/noticeboard.**

4 **Fox Covert Poultry Farm:** Members of the Council were invited to visit to the site to see the poultry sheds in operation on 24/07/24. During their visit they observed that the site is adhering to protocols and there was no evidence of flies on site during this visit. The site manager agreed to send the Parish Clerk the dates when the current barns would be cleared and the sheds restocked, so we can anticipate any increase in traffic to and from the farm. Jemma Gooch-Boags, Environmental Manager for the site attended the meeting and gave an update on the ongoing activities around the site. Tree and spring bulb planting; filling of planters at entrance to site. They had received no complaints regarding noise from the site. The Parish Council were invited to make a return for another visit in the future.

5 **Minutes of previous meetings:** Resolution passed minutes of Westhall Parish Council Meeting held on 8<sup>th</sup> July 2024 were correctly recorded. Proposed by Cllr Lickman and seconded by Cllr Rogers and signed by Chairman. **Action: Clerk to upload to website and noticeboard.**

6 **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 9b (10/07/23) Road Signage damage:** 30 mph signage faded. No change to this since last meeting. **Action: Cllr Lickman.**

**Item 14 (May 2023) Erection of Signage:** Cllr Langford confirmed the signage had been erected and that this action has now been completed.

**Item 15 (13/05/24) East Suffolk in Bloom:** Clerk has registered to receive these free summer bulbs and await decision sometime in October. **Action: Clerk**

7 **Finance:**

7a **Bank reconciliation:** Bank reconciliation of accounts for Westhall Parish Council from 29/06/24 to 29/08/24 submitted and approved. Parish Council current statement balance held at 29/08/24 was **£11,720.08**. Payments over £100 were clerk salary and allowance. Reconciliation checked against bank statements and approved by Council. Signed by Cllr Darch and Cllr Langford. **Action: Clerk to post to website/noticeboard**

7b **Approval of online payments:** Clerk Net Salary for Aug and Sept 2024 £338.68; Home Office Allowance June to Sept 2024 £72; HMRC PAYE £84.60; Reimbursement to Clerk for Norton Antivirus software £29.99. **Action: All approved and clerk to action online payments.**

7c **Renewal of Parish Insurance for 2024/25:** Three quotes were obtained for consideration. Proposed acceptance of quote from Zurich Insurance which provided sufficient cover for our needs and cost effectiveness proposed by Cllr Langford and seconded by Cllr Lickman with all in favour. **Action: Clerk to action payment.**

7d **Budget 2025/26 – Initial Consideration:** Clerk proposed a review of our reserves for any future election costs when setting the budget for next year. Noted by Council to be considered at 2024/25 budget setting in November.

7e **Request for Donation:** Received from Citizens Advice East Suffolk. No decision on this until January.

8 **Matters Arising since last meeting:** None



- 9 Planning - Public Access Link** - <https://publicaccess.eastsuffolk.gov.uk/online-applications>
- 9a New Planning Applications:**  
 DC/24/2301/FUL Beacons Farm – Replacement of old render: PC has no objections to this application.  
 DC/24/2613/FUL Paradise Farm – Communal Space for site guests: As there will be no change to the existing structure of this existing barn, the PC has no objections to this application.  
 DC/24/2340/FUL Primrose Drift – Demolish existing derelict buildings and replace with new Barn: On the condition that this building is not used for commercial purposes, the PC have no objections to this application.
- 9b Update on previous applications:** Decisions still pending for DC/23/1913/FUL Locks Road development and DC/22/4002/FUL – Retrospective application for water tank and emergency backup generator at Fox Covert Poultry Farm.
- 9c Planning, Building Control & Coastal Management Newsletter:** Noted, no comments.
- 9d Draft HMO 'Exceptional Circumstances' Guidance Note – Consultation to 18.09.24:** Noted, No comments.
- 9e Proposal by Clerk to insert the following into our standing orders that the Parish Council have delegated powers for any non-contentious planning applications received between meetings and where no extension can be given, they can be dealt with by email. All in favour. Action: Clerk to amend standing orders.**
- 10 Lion Link:** Cllr Lickman, Baker and Langford attended this meeting between East Suffolk Council, Parish and Town Councils to take place on 22<sup>nd</sup> July on understanding local views on proposed onshore cable route and landfall and gave a brief overview on what was discussed. The Statutory Consultation will take place in early 2025. East Suffolk Council is objecting to LionLink's current proposals.
- 11 Correspondence Received:** All correspondence received distributed to the Parish Council with items of public information posted to our website and noticeboards. No further action required apart from the following:
- 11a ES Planning Alliance – ESPA Community Engagement Meeting on 03/10/24:** Cllr Langford will raise the Parish Council's planning concerns on: Lack of infrastructure in village to support developments; that any new homes being built should be eco-friendly; That the Local Planning Authority be more flexible in setting deadlines for responses to allow smaller parishes meeting every 2 months, enough time to properly discuss sometimes complex issues.
- 11b Emergency Planning Workshops:**
- 11c Sizewell C Community Forum on 09/10/24:** Cllr Rogers and Cllr Lickman will be attending.
- 11d East Suffolk District Council – Emergency Planning Workshops:** Taking place in October. Cllr Lickman and Cllr Baker to attend. *Action: Clerk to invite all volunteers on Westhall Community Emergency Plan to attend.*
- 12 Any Items of Information:**
- 12a Cllr Rogers highlighted the need for clearing of the gutters along Wangford Road and Locks Road which have become blocked with straw from recent harvesting activities. Action: Clerk to report on Suffolk Highways Reporting Tool.**
- 12b Cllr Baker advised that the PCC has acquired a strimmer for use in St Andrew's churchyard.**
- 13 News Items for local media:** Seek interest in holding further Defibrillator & CPR training event; Parish Council sending representatives to LionLink meetings.
- 14 Next Meeting on Monday 11<sup>th</sup> November 2024 in the Village Hall, Westhall starting at 7.30 pm with the**
- **Annual Allotments & Trustees of the Recreation Ground Charity Meeting followed by**
  - **Westhall Parish Council Meeting**

Meeting closed at 8.45 pm to be followed by a meeting of the Trustees for the Recreation Ground Charity.