

# WESTHORPE PARISH COUNCIL

westhorpeparishclerk@gmail.com

Tel: 07980 476 140

MINUTES of the Meeting held on Tuesday 3 May 2022 in the Village Hall at 8.26 pm immediately following the Annual Parish Meeting

PRESENT: Cllrs David Barker (Chairman DB); Steve Christian; Richard Brown (RB); Robin Lambert; Mrs Diane Gladders; Ian Cotgrove

IN ATTENDANCE: 4 members of public; Mrs Julia Dunncliffe (Clerk)

1. APPOINTMENT of Chair of the Parish Council for the year 2022/2023 – David Barker – proposed by Steve Christian; seconded by Diane Gladders – unanimously approved.
2. APPOINTMENT of Vice-Chair of the Parish Council for the year 2022/2023 – Steve Caley (agreement to stand previously received by Clerk in writing) – proposed by Richard Brown; seconded by Ian Cotgrove – unanimously approved.
3. APOLOGIES and approval of absences – Steve Caley
4. DECLARATIONS of interest and Dispensation considerations - None
5. MINUTES of previous Meeting held on Tuesday 1 March 2022 (previously circulated and taken as read) were considered, approved and signed by Chairman.
6. MATTERS Arising from 1 March 2022 meeting:-
  - 6.1 WESTHORPE Bells Restoration project Chairman updated on Appeal following last Steering Committee meeting. £129,000 now needed as advised by Taylor's quote and their work (including contingencies) needed for full restoration; Heritage lottery had suggested perhaps a higher figure than that. Bell ringing charity to supply 1 bell as part of the £129,000. Garfield Weston Foundation to also assist with funding. Up to £10,000 would probably come from local donors. Appeal leaflets being printed.
  - 6.2 POWER to the Village (10.2) – Chairman advised UK Power Networks had reported a problem specific to the area from Westhorpe Church to Wynwood Cottage, with a particular tree where the branches are amongst the power lines.
  - 6.3 WESTHORPE Bus Service – (i) SCCllr Andy Mellen had already been made aware at the Annual Parish Meeting 3.5.2022 that the public work commuter bus service 387 Monday to Friday to Stowmarket was ceasing 28.5.2022, thereby creating a complete lack of public transport for Westhorpe residents to get to work. AM had agreed to investigate and report back.
    - 6.3 (ii) Unanimously agreed Chairman to write to SCC portfolio holder for public transport urging SCC to maintain this vital commuter bus service.
    - 6.3 (iii) Clerk to contact neighbouring Parish Clerks to ascertain if a commuter lift may be possible on a daily basis to Stowmarket Return for Westhorpe resident.
7. SPEED Indicator Device (SID) update; RB – SID currently away being mended (taking several weeks) by Traffic Technology (TT)(who had paid courier costs). The bottom of the display was not functioning properly; as SID was within the one year warranty, the bottom unit was to be replaced.

Another possible post to be obtained from SCC for SID to be sited in the middle of the Village; DB and RB to act on this as RB suggested there was some strength in moving the SID around to different places. RB had bought 2 Android devices and bubble wrap (to return SID to TT – he to send invoice to Clerk for refund – total £120.
8. SUFFOLK County Councillor reports:
  - 8.1 March 2022 - attached
  - 8.2 April 2022 – attached
9. DISTRICT Councillor reports:
  - 9.1 March 2022 – attached
  - 9.2 April 2022 - attached
10. Planning
  - 10.1 JLP update – BMSD Cllr report – None received.

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- 10.2 Previous Applications outstanding:- DC/22/00594 Outline Planning Permission - Land to the South of, Church Road, Westhorpe, Suffolk IP14 4SU - erection of 7 dwellings (including 2 affordable homes) and new vehicular access – REFUSED.
- 10.3 New Application (prospective) Lodge Farm, Westhorpe - change of use of 4 existing storage units and construction of a classroom – not yet received by Parish Clerk.
11. Litter pick – Platinum Jubilee Celebrations – Unanimously agreed – arranged for Thursday 19 May; 6.45 pm; meet outside the Village Hall. Pick sticks to be provided. Sue Hull to circulate to all residents.
12. Annual Governance Statement and Accounting Statements 2021/22 (AGAR – annual audit)
- 12.1 Internal audit: Agreed David Barker to inspect the 3 benches; Parish Council notice board; 3 dog bins and bus shelter as part of the Internal Audit assessment of Asset Register which took place 29.4.2022 and report back at the next meeting. After consideration and discussion the Internal Audit was unanimously confirmed and signed off by Chairman and Parish Clerk.
- 12.2 The AGAR submission 2021/22 including Section 1 – Annual Governance Statement; Section 2 – Accounting Statements and Certificate of Exemption – AGAR 2021/22 Form 2 were unanimously approved, confirmed and signed by Chairman and Parish Clerk.
13. Finance
- 13.1 The following payments were confirmed:-
- (i) chq 100430 – HMRC – clerk PAYE 1.1.2022 to 31.3.2022 - £69.40
  - (ii) chq 100431 – Ladywell Accountancy – PAYE services 2021-22 final invoice - £20.00
  - (iii) chq 100432 – J Dunningcliff – clerk net wages 1.1.2022 to 31.3.2022 - £358.58
  - (iv) chq 100433 – SALC sub 2022/23 - £155.97
  - (v) chq 100434 – Westhorpe Village Hall Ltd – hall hire 11.1.22; 16.2.22; 1.3.22 - £36.00
- 13.2 Income to note:-
- (i) 4.4.2022 Parish Precept 2022/23 - £1762.50 (first half)
- 13.3 Cash book Bank Balance as at 27.4.2022 - Business current account - £3956.67; Business savings account - £1505.16. (Current Barclays Bank statements unavailable).
14. Correspondence for information – Community Governance Review – noted the Parish Council would like to stay as it was.
15. Questions to the Chairman – None.
16. Date of next meeting – Tuesday 5 July 2022

Meeting closed at 8.55 pm

Julia Dunningcliff  
Clerk to Westhorpe Parish Council