

WESTHORPE

PARISH COUNCIL



Clerk to the Council
Street Farm, Westhorpe
Tel: 07926 223042

Minutes of the meeting of Westhorpe Parish Council held on Tuesday 6 March 2018 at 19:30 in the Village Hall.

In attendance:

Mr D Barker (Chairman), Mr S Caley, Mrs D Gladders, Mr R Lambert and Mr I Cotgrove

Present:

C Kennedy (Clerk)

Public participation

There were two members of the public present: Mr John Gladders and Mr Richard Brown.

17.78 Apologies and approval of absences.

Apologies were received from Cllr. Christian and Cllr. Wilkinson.

17.79 Declarations of interest

No declarations of interest were made.

17.80 To consider requests for dispensations

No dispensations were required to be granted.

17.81 To approve as accurate, the minutes of the Parish Council meeting held of 9 January 2018

Cllr. Gladders proposed the minutes as accurate, seconded by Cllr. Cotgrove and approved by all. They were signed and dated by the Chairman.

17.82 Progress reports arising from the meeting of 9 January 2018

17.82.1 Dog Waste Bins

The Chairman thanked Cllrs. Caley and Christian for helping him get the dog waste bins sited.

17.82.2 Street signage

The Clerk reported that the contact at BMSDC (Diane Leeder) had not yet confirmed whether BMSDC would be paying for replacing any of the street signs. The Clerk also reported that BMSDC had estimated a cost of £5 per sign, plus 74p per letter, plus £23 per frame, including legs. It would cost approximately £175 + VAT to replace the signs. £250 of locality money has been used, so the street signage could be funded from the remainder. Cllr. Gladders proposed that the Clerk be authorised to purchase the signs. This was seconded by Cllr. Lambert and all were in favour.

17.82.3 Village sign

It was agreed to leave this for a future meeting as the sign is not in a dreadful state. Although paint should be purchased in this financial year.

17.82.4 Risk Assessment Review

The Clerk had amended the draft Financial Risk Assessment in line with instructions from the 9 January 2018 meeting and printed these for both 2018 and 2019. Cllr. Caley proposed them acceptable, Cllr. Lambert seconded and all were in favour.

17.82.5 Broadband

The Chairman confirmed that UK Power Networks will not dig up the village green as it is a protected site. They are therefore going to use a cable to a feedback box. Both Cllrs. Gladders and Caley mentioned that the service had got worse since the "box had been fiddled with". The Chairman confirmed that he would continue to chase for updates.

17.83 **Considered planning matters:**

17.83.1 New applications

None.

17.83.2 Decisions or other planning matters

None.

17.84 **District Councillor's Report**

No report was given.

17.85 **County Councillor's Report**

February's written report was noted by Councillors.

17.86 **Mid Suffolk Policies Advisory Guidance Note for Parishes**

Cllr. Cotgrove considered this guidance as notes to be used as the situation arises. The Chairman expressed surprise that nature conservation was at the bottom of the list, and that the settlement boundaries were not yet agreed. Both agreed it was a poorly written document.

17.87 **Parish Councillor Register of Interests**

The Clerk informed all Councillors that they needed to confirm or amend the current Register of Interests (ROI) held on file. Cllr. Gladders amended hers, Cllrs. Caley and Lambert confirmed their currently held ROIs. Cllr. Cotgrove and the Chairman will be sent blank forms by the Clerk for completion. The Clerk will obtain confirmation from Cllrs. Christian and Wilkinson of their currently held ROIs. The Clerk will then file these.

17.88 **Spring Litter Pick**

The Chairman proposed Thursday 29 March at 18:00 for the litter pick. This was seconded by Cllr. Cotgrove and all were in favour. The Chairman will supply high visibility jackets and plastic bags for the waste.

17.89 **Clerk's Report, account balances and requests for payment**

17.89.1 The Clerk reported balances as of 4 February 2018 of £2782.87 in the current account and £1343.12 in the savings account.

17.89.2 The Clerk requested approval of payment of £25 to Ladywell Accountancy Services, £40 to HMRC for the Clerk's PAYE for the fourth quarter and £207.64 to Glasdon UK Limited for the dog waste bins. Payments were proposed by the Chairman, seconded by Cllr. Gladders and approved by all. Cllrs. Barker and Lambert duly signed the cheques and initialled the stubs.

17.89.3 Cllr. Caley signed and completed the amendment to the Barclays Bank Mandate and the Clerk will arrange for Cllr. Wilkinson to do the same. The Chairman and Cllr. Lambert signed the authorisation.

17.90 **Correspondence for information**

17.90.1 Neighbourhood Watch in Suffolk

It was decided against supporting this cause as the scope was too broad and not local enough. Cllr. Cotgrove proposed, the Chairman seconded and all were in favour.

17.90.2 BMSDC – Community Infrastructure Levy

This was not considered relevant to the Parish Council.

17.90.3 War Grave Commission

This was considered to be a PCC matter, not a Parish Council matter.

17.90.4 Citizens' Advice Bureau (CAB)

Considering the possibility of supporting the CAB is to be put on the agenda for the next meeting.

17.91 Clerk's report on urgent decisions since the last meeting.

None.

17.92 Questions to the Chairman

None.

17.93 Date of the next meeting

Tuesday 8 May 2018 at 19.30 in the Village Hall. This is also the Annual Parish Council meeting. Cllrs. Cotgrove and Caley gave their apologies in advance.

There being no further business, the Chairman closed the meeting at 20:23.

Camilla Kennedy, Clerk to Westhorpe Parish Council.

D. E. Barker

8.5.2018.