

# 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 November 2018 at 19:30 in the Village Hall.

In attendance:

Mr D Barker (Chairman), Mr S Caley, Mr R Lambert, Mr S Christian, Mrs H Wilkinson, Mrs D Gladders

Present:

C Kennedy (Clerk)

### Public participation

There were 4 members of the public present.

#### 18.50 Apologies and approval of absences.

Apologies were received from Cllr. Cotgrove.

#### 18.51 Declarations of interest

There were none.

#### 18.52 To consider requests for dispensations

Not applicable.

#### 18.53 To approve as accurate, the minutes of the Annual Parish Council meeting held of 4 September 2018

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

#### 18.54 Progress Reports

##### 18.54.1 Broadband

The Chairman reported a good signal for those residents that have upgraded.

##### 18.54.2 GDPR

The Clerk informed the Council only the Council needs to be registered with the Information Commissioner's Office (ICO), not individual members or employees. She confirmed that the £40 fee was annual, not a one of payment. She was also able to inform the Council that by paying the ICO's annual fee by direct debit a saving of £5 could be made. Accordingly, a Direct Debit for form for £35 was signed by Cllrs Caley and Barker.

##### 18.54.3 Insurance

The Clerk raised a cheque for £184.31 to cover the 2018/2019 insurance premium. Cllr Barker proposed signing, Cllr Gladders seconded, all were in favour and Cllrs Barker and Lambert signed the cheque.

#### 18.54.4 Footpaths

Mike Shave had been in touch with SCC Rights of Way department and volunteered to fix all the footpath signage in Westhorpe. He had a full list of footpaths and bridleways, supplied by SCC, and shared this with the Council.

#### 18.54.5 Verges

The Clerk is waiting to hear from SCC Highways department regarding the missed second cutting of the verges in 2018.

#### 18.54.6 SCC - Cutting Schedule

The SCC Rights of Way Department (Charlotte Ditchburn) confirmed to the clerk that 100 Lane, Kiln Lane and Carr Lane would all be on the 2019 cutting schedule.

#### 18.54.7 Playground sign

It was agreed to leave this where it is as there is a chance it may slow the traffic.

#### 18.55 **Planning Matters**

##### 18.55.1 New applications

None.

##### 18.55.2 Decisions or other Planning Matters

DC/18/03988 – Application for consent to carry out works to trees at Thornglade  
Application was granted.

#### 18.56 **District Councillor's Report**

The District Councillor sent his apologies, but reminded the Council that applications were being taken for awarding locality money. The Clerk confirmed that the minimum amount awarded was £250 and that the new bog waste bin was only £150 (including posts and mix). Cllr. Caley proposed including collection of the three dog bins (£120) on the application, Cllr Christian seconded and all were in favour. The Clerk is to apply for £270 locality award money. She is also to purchase a green dog waste bin as a priority, even before a decision regarding awarding of the locality money is received.

It was suggested that a SID (Speed Indicator Device) could be purchased with locality money but the Clerk confirmed that the cheapest of these cost approximately £2,000. Both Finningham and Wyverstone have SIDs and the Clerk is to contact both of these Parishes to enquire about sharing the financial burden, as well as the device.

#### 18.57 **County Councillor's Report**

This was received by email prior to the meeting.

#### 18.58 **Clerk's Report, account balances and requests for Payment**

As at 4 October 2018 the current account balance was £3242.09 and the savings account balance £1345.13.

The Clerk presented a cheque for signature in the sum of £54.00 for Village Hall hire. Signing of the cheque was proposed by Cllr Barker, seconded by Cllr Gladders and all were in favour. This was duly signed by Cllrs. Barker and Lambert.

The Clerk presented a letter to Barclays Bank for signature requested transfer of £156 to the savings account to ensure a balance of £1,500 in case of an election. The letter was signed by Cllrs Barker and Lambert.

**18.58.1 Advice regarding multiple councillors declaring pecuniary interests**

The Clerk informed the Council that she had spoken with the MSDC Monitoring Officer (MO) and the MO confirmed that MSDC do not hold copies of Parish Council's Standing Orders. Standing Orders could be adopted from SALC standard ones. The Clerk confirmed that membership to SALC would cost £45.56 to the end of March and she felt it prudent to pay for membership, especially given the minimal cost and the questions that the Council will need to raise regarding pecuniary interests in the near future. Cllr Caley proposed paying the membership fees, Cllr Wilkinson seconded and all were in favour. The Clerk will obtain an invoice from SALC and raise a cheque once this is received. It was agreed that this item would be put on the agenda for March 2019 meeting, when the membership will be up for renewal again.

**18.58.2 Walsham Neighbourhood Plan Area**

The Clerk will make direct contact with the members of Walsham Parish that filed the Neighbourhood plan.

**18.59 Correspondence for information**

Correspondence had been forwarded by email, and none considered worthy of discussion.

**18.60 Clerk's report on urgent decisions since the last meeting**

The matter of the insurance premium had already been dealt with.

**18.61 Questions to the Chairman**

Cllr Christian confirmed that 9 separate pot holes sites had been reported to SCC.

A resident raised the issue of speed of large agricultural vehicles in the village. While they feel it is possible they are travelling at 30mph, due to their size it seems they are going much faster. It was suggested that they could be asked to travel slower than 30mph.

One resident complained of the mud on the road.

Cllr Barker highlighted the 'Finningham Remembers' book and asked if anyone had any old records from October 1957 as he is doing a talk. Cllr Barker will speak with Andrew Catchpole and the Clerk will see if she can obtain any old Parish Council records, starting by speaking with the previous Clerk.

**18.62 Date of the next meeting**

Tuesday 8 January 2019. The Clerk is to ensure the Village Hall is booked.

There being no further business, the Chairman closed the meeting at 20:40.

Camilla Kennedy  
Clerk to Westhorpe Parish Council.



8.1.2019.