

WESTHORPE PARISH COUNCIL

westhorpeparishclerk@gmail.com

Tel: 07980 476 140

MINUTES of the Meeting held on Tuesday 2 November 2021 in the Village Hall at 7.30 pm.

PRESENT: Cllrs David Barker (Chairman); Steve Caley (Vice Chairman); Steve Christian; Richard Brown; Robin Lambert

IN ATTENDANCE: 3 members of public; SC Cllr and BMSD Cllr Andy Mellen; Mrs Julia Dunicliffe (Clerk)

Register of attendance completed by all attendees according to current Covid-19 regulations.

1. APOLOGIES and approval of absences – Cllrs Ian Cotgrove and Mrs Diane Gladders.
2. DECLARATIONS of interest and Dispensation considerations – None.

FIRE alarm went off – full fire drill took place; hall evacuated by everyone present via emergency doors and assembled outside Street Farm as per fire regulations for the village hall. Roll call using register of attendees confirmed all present.

3. MINUTES of Parish Council Meeting held on Tuesday 7 September 2021 previously circulated and taken as read – unanimously approved and signed by Chairman.

4. MATTERS Arising:-

4.1 – Hedge outside The Old Rectory (9.1) – Chairman confirmed the owners had trimmed the hedge twice as requested. More needed to be trimmed, but to leave for the time being.

5. REGISTER of Members' Interests – individual forms signed by those present; awaiting those from Councillors absent from the meeting - to submit to BMSDC.

6. SPEED Indicator Device – see attached report by Chairman 7.10.21. Cllr Brown presented visual report and statistics on vehicle activities coming into the village from Finningham direction since 7.10.2021. Data showed 74% of vehicles entering the village had been exceeding the speed limit. The sign had typically caused people to reduce their speed. Agreed SID be moved to the other end of the village very soon. Agreed to request funding from MSDC Locality Budget for (a) two android devices (at estimated cost of £60 each) to collate information from the SID and (b) one extended report device @ £90 (as mentioned by Traffic Technology). Cllr Brown to liaise with Vanessa Bilonick to source android devices for exact price, make and model.

Chairman thanked Cllr Brown for all his work on the SID and for presenting the report.

7. SCC report – See attached report.

8. MSDC report (see attached):

MSDC Locality Budget Funding available:- Chairman requested financial support for:-

(i) SID android devices x 2 @ £60 (estimated) £120.00

(ii) SID extended report device x 1 90.00

(iii) Defibrillator pads (due for renewal 30.11.21; Sue Hull to source and submit invoice for payment to Clerk)

86.40

Total

£296.40

Unanimously agreed, Chairman to process and apply for funding.

9. PLANNING:-

9.1 JOINT Local Plan (JLP) –Cllr Mellen confirmed the Inspectors had paused the Examination of the JLP for 6 months as more details were required re housing allocation along the A14 corridor. Current JLP possibly too ambitious; new plan likely to be in place a year later i.e. 2023. A rethink was required and noted.

Cllr Caley again expressed previously raised concerns that “during this intervening period” this would give a window of opportunity for any plans already opposed to take advantage of this current planning situation push them through the system right now.

Agreed Cllr Caley to write to Tom Barker, Assistant Director Sustainable Communities, BMSDC to express concerns on behalf of the Parish Council and request that any planning

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applications submitted in the interim that are outside of the proposed JLP and would not have been agreed under the present policy should be refused until they can be considered under the new arrangements.

9.2 Planning application DC/21/00366 – Land south of Westhorpe Road, Finningham:- Cllr Mellen reported the Appeal was with the Planning Inspectorate waiting to be heard. Although Mid-Suffolk could demonstrate a land supply of 7.67 years (well above the Government's 5-year land supply threshold) - this was not an upper limit on development. Cllr Mellen to advise Parish Council regarding any further information on this application as soon as possible.

10. FINANCE:-

10.1 Expenses:- The following cheques were confirmed for payment:--

(i) chq 100419 – Traffic Technology Ltd – SID purchase and training - £3231.60

(ii) chq 100420 – J Dunicliffe – clerk wages 1.7.21 to 30.9.21 - £225.24

(iii) chq 100421 – Business Services at CAS Ltd – Insurance - £176.36

(iv) chq 100422 – HMRC – clerk PAYE 1.7.21 to 30.9.21 - £35.80

(v) chq 100423 – Oliver Smith – renewal Microsoft 365 software - £64.00

(vi) Direct Debit – Information Commissioner – Data Protection – due 8.11.2021 - £35.00

10.2 Income:- To note Receipt of second half of BMSDC Precept – 10.9.2021 - £1225.00

10.3 Clerk Annual Salary Review and Contract of Employment:-

Proposed by Cllr Caley, seconded by Cllr Christian to increase Clerk salary to £10.24 per hour for 3 hours per week with immediate effect. Unanimously agreed.

10.4 Ladywell Accountancy Services – to note these will end 5.4.2022 and to consider replacement services for HMRC clerk purposes. Three quotes had been received for payroll services. Proposed by Cllr Christian, seconded by Cllr Caley that SALC be selected. Unanimously agreed to use SALC provided it was £38.00 plus VAT. Clerk to obtain confirmation.

10.5 Bank Statement and cash book reconciliation (previously circulated) as at 26.10.2021

10.6 Current cash book (as at 26.10.2021) Current - £3157.89; Savings – £1505.12

11. FESTIVAL of Suffolk – Chairman updated Council on Mark Pendlington's letter dated 7.10.2021 re plans over HM The Queen's Platinum celebrations for Suffolk. To mark this celebration Chairman offered to obtain 70 trees for planting in the Village. Unanimously agreed to accept this offer. Sue Hull advised that on BH Sunday 5 June, Alison Weston and Julia Dunicliffe were planning to organise a "Big Lunch" in the Village Hall as a Village celebration.

12. QUESTIONS to the Chairman:- Barking dogs, Rookery Farm, Mr and Mrs Freeman:- Cllr Christian had been approached by 4 villagers regarding complaints of barking dogs. Agreed Chairman to write to the owners of Rookery Farm.

13. MEETINGS 2022 to be held in the Village Hall at 7.30 pm – To note:-
Tuesday 11 January; Tuesday 1 March; Tuesday 3 May; Tuesday 5 July; Tuesday 6 September; Tuesday 1 November

Meeting closed at 8.50 pm.

Julia Dunicliffe
Westhorpe Parish Clerk