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| **Westley Parish Council Draft Minutes 30th March 2023**  **Present:** Chris Anderson (CA); Colin Clayton (CC); Alan Green (AG); Mike Spenser-Morris (MSM); Jim Sweetman (JS); Cllr Steve McClellan (SMc).  ,  **Apologies:** Christine Mason (CM, Clerk), Cllr Karen Soons (KS), Cllr Ian Houlder (IH), ABS Cllr Gary Smith |
| **49/2023** **Chairman’s welcome and apologies for absence:** The Chairman welcomed all to the meeting. Apologies from CM, KS, IH were accepted. |
| **50/2023 Declarations of interest:** None declared. |
| **51/2023 Minutes:** The minutes of the meeting held on 19th January 2023 were approved and signed as a true record. |
| **52/2023 Public participation:** There were no members of the public present. |
| **53/2023 Reports from District/County Councillors:** Report from KS was previously circulated and noted. |
| **54/2023 Finance authorisation of payments**: Clerk’s salary x 3 £299.37; Saxhams Contribution for VAS £23.50; CA Purchase of litter sacks £12. Balance in bank as at 27th February 2022 stands at £2808.94. |
| **55/2023 Polling Station Review:** The appeal to the Electoral Commission was submitted and it was reported that it has been accepted by the Commission which is now engaged in seeking the further views of West Suffolk DC. Thanks were expressed for the work of councillors in relation to this issue. |
| **56/2023 Review of Asset Register:** The Register was reviewed and approved. It was noted that at some point it would be appropriate to adjust the assets in respect of Easels and Noticeboards but that this could be done in 2024. |
| **57/2023** **To approve the Risk Assessment and Internal Control Documents**. The documents were approved. |
| **58/2023** **Club Rules Update:** A review had been undertaken and it was considered that the current rules could operate without changes. |
| **59/2023 King’s Coronation Celebrations:** It was decided that Westley Club should be open with extended hours on Saturday 6th May with television coverage and refreshments. |
| **60/2023 Election Process:** Councillors were advised of the procedure for seeking re-election. |
| **61/2023 Correspondence:** Flooding at Old Church Lane was raised by SMc. There is no simple enforcement action available to the PC but RC Browne Farms had provided a helpful response. A further report will be circulated in due course and published to the village, and the situation will be monitored. |
| **62/2023** **Date of next meeting: It was noted that the Clerk** would prepare a list of dates for 2023/2024 to be collated and posted on the website. The next meeting will take place on Thursday 11th May 2023 at 7.30pm. |
| **63/2023 AOB:** It was noted that the new noticeboard had been delivered and erected. Thanks were expressed for the work of Mr M Farrell in this regard. |
| With no further business the meeting closed at 8.30pm. |