

Westley Parish Council minutes

10 May 2018

Present: Chris Anderson (CA, Chair); Gary Smith (GS); Jim Sweetman (JS); Steve McClellan (SM); Mike Spenser-Morris (7.25); Alan Green (7.40); Jen Larner (JL, Clerk); Ian Houlder (West Suffolk)

Apologies: Colin Clayton

1/2018 Election of Chairman: Chris Anderson was elected chairman, proposed by JS, seconded by GS, and agreed by all. The Declaration of Acceptance of Office was duly signed and witnessed.

2/2018 Election of other officers: The following were proposed by GS, seconded by JS and agreed by all: Vice Chairman - Colin Clayton; Tree officer - Colin Clayton; Emergency officer - Alan Green; Responsible Finance Officer – Jen Larner; SALC contact – Jen Larner.

3/2018. Declarations of interest: None received.

4/2018. Minutes: The minutes of the meeting held on 1 March 2018 were approved and signed as a true record. It was noted that item 63/2018 is carried over.

5/2018. Dates of meetings: The following dates were agreed for meetings in the coming year: 5 July, 20 September, 1 November, 10 January 2019, 7 March, 9 May (Annual Meeting at 7pm; and Annual Parish meeting at 7.45).

6/2018. Finances: the RFO had circulated the accounts for the year ending March 2018, which shows an end of year balance of £3,319. The internal auditor will check all the end of year accounts shortly. No external audit is required this year as gross income/expenditure does not exceed £25,000. Income for this year – precept £1692. The following payments were authorised: clerk's Q4 salary £243.69, expenses £6.30, SALC payroll costs £21.60, SALC subs £134.83, HMRC £4.80.

7/2018. Wifi provision in the Westley club: It was noted that a laptop and wifi are now available in the Club. Thanks were given to Chris Anderson and Cllr Karen Soons for achieving this.

8/2018. Update on village signs: Information regarding the new signs at Culford had been received and circulated by the clerk. MSM presented an idea for signs attached to the 30mph signs, replacing the current 'Westley' signs with ones that say 'Welcome to Westley' and ask drivers to drive carefully. He will get two quotes for this work.

9/2018. Data protection changes: the clerk had circulated all the information regarding the changes coming in with GDPR. There is no longer a need for parish councils to appoint a Data Protection officer. The privacy statement suggested by NALC/SALC will be put on the website in the next few weeks, and an ongoing plan for the other aspects necessary will be presented to the July meeting. In the light of this, the standing orders and risk assessment will be revised at the July meeting.

10/2018. Concern about lack of HGV weight limit sign on A14. This was discussed, as there is a problem with some HGV drivers not aware of the weight limit through the village until it is too late for them to turn and avoid the bridge. It was agreed to ask people to report this issue via the Suffolk County Council Highways reporting tool. The clerk will write to Highways England regarding the issue.

11/2018. Planning applications: DC/18/0451/HH – Westley Hall, part single storey extension

and internal and external alterations to existing outbuilding. No objections raised.

DC/18/0595/TPO - 1 Burrells Orchard, crown reduce yew. No objections raised.

12/2018. Correspondence received: Eat for Each information; Suffolk Walking Festival information

13/2018. Urgent matters – it was noted that the footpath to Westley Middle School is very overgrown and the clerk was asked to write to Suffolk County Council regarding the clearing of this path.

Date of next meeting - Thursday 5 July 2018 at 7.30pm.