

**WEST FARLEIGH PARISH COUNCIL**  
**MINUTES OF THE MEETING OF WEST FARLEIGH PARISH COUNCIL**  
**HELD ON MONDAY 16<sup>th</sup> SEPTEMBER 2024 IN BRAMLEY BARN**

**PRESENT:** Cllrs M Moy (Chair), J Morgan, H Kirk-Brown, G Underdown and Mrs A Broadhurst, Clerk  
2 members of public

Public Discussion

A number of outstanding highway issues were highlighted and these would be chased by the Clerk:

- The 'slow' road markings are still outstanding at the Thatched House.
- The ivy cleared around the 30mph sign in Charlton Lane has been left on the pavement and is a trip hazard.
- The vegetation and hedges in Charlton Lane have still not been cut back.
- The hole in the pavement in Lower Road has not been filled. **(ACTION: Clerk)**

A resident reported issues with vegetation/weeds along one side of Charlton Lane (by the wall). **ACTION: Clerk**  
A resident raised concerns regarding a recent event at The Tickled Trout. There had been so many people in attendance that cars had parked on the pavement along Lower Road, making it impossible for pedestrians to walk along the pavement. This resulted in them having to walk along the lane, which is currently being used as a diversion route, which has resulted in an increase in traffic volume. Photos would be supplied to the Clerk and it was noted that the events are becoming far more frequent, which is resulting in ongoing issues. There were concerns about the volume of the music at midnight, which can be heard across the village, as far away as the bottom of Charlton Lane and this is unacceptable in a rural village. It is no longer run as a 'village pub' as there are large scale events being booked every weekend (Friday – Sunday) with live music and karaoke and events are being advertised up to Christmas. A resident queried the operating times which would have been approved as part of their licensing application and the Clerk responded that this would need to be investigated further, along with the dangerous parking in Lower Road. **ACTION: Clerk**

**1. Apologies**

Borough Cllr C Kehily

**2. Councillor Declarations**

There were no declarations of interest.

**3. Minutes of the Meeting held on 15<sup>th</sup> July 2024**

The Minutes of the meeting had been previously distributed and Cllr Kirk-Brown proposed that they were a true record. This was seconded by Cllr Morgan, with 3 in favour and 1 abstention. The Chair signed off the official copy.

**4. FINANCE**

**4.1 Budget Monitoring Report to 31<sup>st</sup> August 2024**

The Budget Monitoring Report was noted.

**4.2 Income received since last meeting**

No income

**4.3 Payments since last meeting**

It was proposed by Cllr Moy to approve the following transactions, this was seconded by Cllr Morgan; with all in favour.

Cheques

No cheques

#### Internet Banking Payments

Safeplay PS Ltd – Play Area Monthly Safety Inspection (July)	£ 63.00
Safeplay PS Ltd – Play Area Monthly Safety Inspection (August)	£ 63.00
Westbury Signs – Play Area Closure Signs	£ 61.34
Westbury Signs – Play Area Welcome Sign	£ 54.00
Forvis Mazars – External Audit	£252.00
Dandelion Time – Hall Hire	£ 25.00
Mrs A Broadhurst – Expenses (Mileage, eye test & cable ties)	£110.03
HMRC – PAYE	£827.80*

\* To be paid in October

#### Standing Order

Mrs A Broadhurst – August Salary	(£122.35 owed)	£760.00
Mrs A Broadhurst – September Salary	(£122.35 owed)	£760.00

#### Direct Debits:

People’s Pension – Monthly Payment (August)	£171.50
People’s Pension – Monthly Payment (September)	£171.50
Waveney IT Support Services – Email Accounts & Remote Support (Aug.)	£ 95.40
Waveney IT Support Services – Domain Renewal (1yr)	£132.00
Waveney IT Support Services – Email Accounts & Remote Support (Sept.)	£ 95.40

#### **4.4 Conclusion of External Audit**

The Clerk reported that the external audit had now been concluded, with no issues raised, and the corresponding documentation had been added to the website and notice boards.

#### **4.5 Website Domain**

The Clerk reported that she had recently received an email from Nominet (who operate the .gov.uk registry on behalf of the Central Digital & Data Office, which is part of the Cabinet Office) informing the Parish Council that Fasthost cannot offer .gov.uk domains, as they are no longer registered as an approved registrar. As the Council has until the 30<sup>th</sup> September to find another supplier, the Clerk has contacted Waveney IT to ask them to progress this as a matter of urgency. There will be a cost involved in the transfer and the Clerk thought this was likely to be around £200. Without this, the Council will lose access to the website and email addresses. All Councillors were in agreement with the Clerk overseeing this matter.

The Clerk added that the Parish Council would need to start thinking about the budget for 2025-2026 imminently and if any Councillors had any thoughts on items to be considered, could they email her. **ACTION: All Cllrs**

The Clerk reported that the Co-operative Bank has changed the process for amending bank signatories and that this would be an agenda item for the next meeting. **ACTION: Clerk**

### **5. RESOURCES AND ENVIRONMENTAL MATTERS**

#### **5.1 Play Area**

The Clerk reported that the rotabounce has now been reinstated at no cost to the Parish Council.

Cllr Underdown reported that there is an ongoing issue with the basket swing being thrown over the top of the frame and the Clerk offered to investigate whether anti-wrap sleeves would be an option. **ACTION: Clerk**

#### **5.2 Defibrillator at The Good Intent & Tickled Trout**

The Clerk reported that the defibrillator at The Good Intent has now been installed and has been registered with The Circuit and is now emergency ready.

Cllr Kirk-Brown reported that she had been unable to progress discussions over the Summer and would email The Tickled Trout. **ACTION: Cllr Kirk-Brown**

### 5.3 Councillor-Officer Protocol Policy

It was proposed by Cllr Kirk-Brown to adopt the Councillor-Officer Protocol Policy, which is part of the Civility & Respect Pledge which the Council has signed up to. This was seconded by Cllr Morgan, with all in favour.

The Clerk commented that she would add the policy to the website.

**ACTION: Clerk**

## 6. HIGHWAY MATTERS

### 6.1 Drainage Issues on Smiths Hill

Cllr Moy reported that, following the extensive works to rectify the flooding issues in Smiths Hill in February, the road has been flooding continually (after rain) over the past couple of weeks. Both him and the Clerk have subsequently contacted the drainage team and they stated that it was likely that the scheduled drain clearance has not been undertaken, however no further update has been received from the Drainage Team.

It was noted that concerns had been raised regarding the lack of white lines on the newly resurfaced section of Smiths Hill. KCC Highways had responded that the road is not wide enough to accommodate a centre white line.

### 6.2 Highway Improvement Works

Ewell Lane/Lower Road Junction: Concerns had been raised that the white lines have faded at the junction, which may have contributed to a recent accident. These have now been reinstated.

40mph roundels on road close to Smiths Hill: It had been noted that, whilst the road has been resurfaced, the 40mph roundels had still not been painted on. This work has now been completed.

20mph Speed Limits: It was noted that, at the July meeting, a resident queried whether County Cllr Webb had managed to make any progress with the 20mph limits which had been on the HIP for the village. The Clerk had emailed Cllr Webb and he had responded with the information which had previously been supplied by the Officer overseeing the HIPs at KCC. The Clerk had asked whether Cllr Webb could speak to the Cabinet Member, as it had been reported that KCC were keen to see 20mph schemes installed in villages. Cllr Webb had responded "*The main points for a deferral is on case law, ie what can and what cannot be permitted. So, if I took this to the Cabinet Member and Director, they would give me the same answer. I'm sorry that that is the case*". Therefore, the Parish Council will be unable to progress this item further.

The HIP has now been updated by KCC and this has been circulated to Councillors. It was felt that a meeting was not necessary currently, as the Parish Council has already spent a large sum of money this year on highway projects.

## 7. PLANNING MATTERS

### 7.1 Any applications received before the meeting

No applications to discuss.

### 7.2 Planning Decisions (To be noted)

#### 7.2.1 Decisions Outstanding with MBC

The outstanding decisions were noted.

#### 7.2.2 Applications Approved by MBC

The approved applications were noted.

#### 7.2.3 Applications Refused by MBC

The refused application was noted.

## 8. DATE OF NEXT MEETING – Monday 18<sup>th</sup> November 2024 at 7.30pm

*With no further matters to discuss, the meeting was closed at 8.14pm.*