

WEST FARLEIGH PARISH COUNCIL
MINUTES OF THE MEETING OF WEST FARLEIGH PARISH COUNCIL
HELD ON MONDAY 18th NOVEMBER 2024 IN BRAMLEY BARN

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

Public Discussion

There was general discussion regarding the amount of litter around the village. The Clerk reported that she had received a complaint regarding the leaf litter in Charlton Lane, which was subsequently reported to MBC; although Councillors felt this was too early, as it will soon be replaced by further debris.

1. Apologies

No apologies were received.

2. Councillor Declarations

There were no declarations of interest.

3. Minutes of the Meeting held on 16th September 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 all in favour. The Chair signed off the official copy.

4. FINANCE

4.1 Budget Monitoring Report to 31st October 2024

The Budget Monitoring Report was noted.

4.2 Income received since last meeting

MBC	PSS Grant (2 nd half)	£408.14
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4.3 Payments since last meeting

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

Cheques

No cheques

Internet Banking Payments

Safeplay PS Ltd	Play Area Monthly Safety Inspection (September)	£ 63.00
Safeplay PS Ltd	Play Area Monthly Safety Inspection (October)	£ 63.00
Mrs A Broadhurst	Salary owed (Apr-Nov. inc. back pay)	£938.23
Mrs A Broadhurst	Expenses (Defib install thank you gift & ink)	£103.94
Dandelion Time	Hall Hire	£ 25.00

Standing Order

Mrs A Broadhurst	October Salary (£122.55 owed)	£760.00
Mrs A Broadhurst	November Salary (inc. back pay) (£326.08 owed)	£760.00

Direct Debits:

People's Pension	Monthly Payment (October)	£171.50
People's Pension	Monthly Payment (November)	£244.50
Waveney IT Support	Email Accounts & Remote Support (Oct.)	£ 95.40
Waveney IT Support	Email Accounts & Remote Support (Nov.)	£ 95.40

The Clerk reported that the annual renewal of the website subscription with HugoFox was due, however no invoice had been received to date. After brief discussion it was agreed that, if the cost is similar to last year (£245) then the Clerk should arrange the renewal. Cllr Moy commented that the Parish Council had to ensure that the website was kept operational. **ACTION: Clerk**

4.4 Change of Signatories for Co-operative Bank Account

The Clerk reported that, following the elections, the signatories on the Parish Council bank account needed to be updated. Cllrs Moy, Kirk-Brown and Underdown had completed the form to add them to the account. It was noted that previous Councillors were still listed as signatories for the account (Mr Bryan Merritt, Mr Christopher Stockwell and Mrs Helen Swan) and it was proposed by Cllr Moy for a letter to be sent confirming that these names should be removed from the account. This was seconded by Cllr Morgan, with all in favour. The Clerk will arrange for the necessary paperwork to be sent to the Co-operative Bank. **ACTION: Clerk**

5. RESOURCES AND ENVIRONMENTAL MATTERS

5.1 Defibrillator at The Ticked Trout

Cllr Kirk-Brown asked for this item to be removed from the agenda.

5.2 Code of Conduct Consultation

The Clerk reported that KALC had circulated the draft Code of Conduct, which MBC would like Parishes to adopt. The Clerk commented on a number of items and confirmed that she had contacted the Monitoring Officer for clarification regarding whether a blanket dispensation would be required for setting the precept. Mr Harris had confirmed that he would not expect Clerks to arrange this.

6. HIGHWAY MATTERS

6.1 Highway Concerns raised in Recent Correspondence

The Clerk reported on a recent letter, which had been circulated to all Councillors. Whilst some of the items have been addressed before the meeting, there was one that required further consideration. Concerns had been raised regarding the risk of accidents in the Lower Road/Smiths Hill area. Having discussed the matter with KCC Highways, there have been no reported accidents in this area, resulting in there being very little that can be done. The resident had suggested red tarmac, which Highways had confirmed is generally reserved for speed limit gateways and, with the lack of crash data, KCC Highways would not support this. They had suggested we consider adding additional bend warning signs and SLOW road markings to the HIP for the Highway Planners to investigate further. However, the Clerk reminded all present that the Parish Council would likely have to pay for any works approved, which would be additional pressure on the precept. Cllr Moy reported that, in the past 2 months, there have been three accidents in that area. Approximately two months ago the police had had to attend one and then the week before the meeting a car had ended up on its roof and had burst into flames resulting in the Police and KFRS attending. After brief discussion all Councillors were in agreement that this should be added to the HIP for the matter to be investigated further. Councillors could then consider the cost implications, if the project was deemed viable. The Clerk added that she would update KCC Highways regarding the three accidents when submitting the amended HIP. **ACTION: Clerk**

It was noted that the Heath Road 'Slow' road markings are still outstanding, even though that is work which the Parish Council has paid for. The Clerk commented that the work may have been delayed due to the large number of road closures in the area but would speak with KCC Highways again to try to obtain an update. **ACTION: Clerk**

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.

8. DATE OF NEXT MEETING – Wednesday 22nd January 2025 at 7.30pm

With no further matters to discuss, the meeting was adjourned at 7.53pm and moved into a Confidential session.

Minutes of Confidential Agenda Item 9 – Administrative Matter will be filed with a signed copy of these minutes.