

Parish Councillors are duly summoned to attend a meeting of
WESTERFIELD PARISH COUNCIL
Tuesday, 11th July 2023 in Westerfield Church Room at 7.30pm

Agenda

1. Governance

- 1.1. Apologies and approvals of absence
- 1.2. Declarations of Interest and Requests for Dispensation
- 1.3. To approve the Minutes of [Parish Council meeting held on 16 May 2023](#)
- 1.4. Comments from members of the public on matters on the agenda
- 1.5. 2023 Election - Co-opting people to fill the two councillor vacancies
- 1.6. Internal and External audit progress.

2. Village Improvement

- 2.1. To review progress on developing the Neighbourhood Plan
- 2.2. To receive an update on traffic and safety measures for the village

3. To receive reports:

- 3.1. County Councillor
- 3.2. District Councillor
- 3.3. Parish Councillors on meetings/forums attended.
 - i) SALC East Suffolk Area Forum, 6th June (Cllr Noble)
 - ii) SALC AGM 2023 Wednesday 19th July (Cllr Noble)
 - iii) Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership Meeting, Monday 19 June 2023, 14:00 at Adastral Park, Martlesham - no WPC attendee
 - iv) Road Safety Forum, 12 June 2023 10:00 – 12:00, Microsoft Teams
 - v) 20's Plenty for Suffolk Webinar (Adrian Berendt, Campaign Co-ordinator) Thursday 22nd June/Wednesday 28th June
 - vi) East Suffolk Lines Community Rail Partnership (Cllr Peace)
 - vii) Development pathway for councillors, 1st & 8th June (Cllr Peace)
 - viii) CAS Community Led Housing Zoom session 6th July (Cllr Peace)
 - ix) ESC Planning Forum for Town and Parish Councils, 7th July (Clerk)
 - x) Suffolk Coastal Disability Forum, 11th July

4. To note and discuss current planning applications

- 4.1. Status updates:

Discharge of Condition No. 7 of DC/21/0311/FUL - Erection of 1no. new dwelling, with detached double garage, and extension of vehicular access driveway - the parts relating to the verification report now that the remediation works have been completed - Finis 8 St Marys Way Westerfield Ipswich Suffolk IP6 9BQ
Application permitted by East Suffolk Council.
- 4.2. New applications:

None.
- 4.3 Items received after the agenda was published, and other planning matters
 - i) Community-led housing
 - ii) ESC Planning Forum
 - iii) Community Infrastructure Levy

5. Consultations

None.

6. Communications

- 6.1. Newsletter
- 6.2. Website update

7. Financial matters

- 7.1. Receipts & Payments since last meeting, approve payments due
- 7.2. Bank Reconciliation at 30 June 2023

8. Governance documentation review, updates, and adoption/approval

- 8.1. [Councillor Code of Conduct](#)
- 8.2. [Standing Orders](#)
- 8.3. [Data Protection Policy](#)
- 8.4. [Financial Regulations](#)
- 8.5. Planning Committee Terms of Reference
- 8.6. Others
 - 8.6.1 General Privacy Notice, Subject Access Request Policy (SAR).
 - 8.6.2 Safeguarding Policy

9. Correspondence and urgent matters to be brought to the attention of the Parish Council

- 9.1 Transport East interactive dashboard
- 9.2 Asset of Community Value (sometimes known as Right to Bid) briefings
- 9.3 Community Partnership meeting.
- 9.4 D-Day 80
- 9.5 East Suffolk Council, Community Partnership
- 9.6 Digital Champion Volunteers

10. To note the date of forthcoming meetings, & agree dates for early 2024: 19th September, 21st November (& 16th January, 19th March 2024)

Signed by David Gooch, Clerk & RFO, Westerfield Parish Council