

Parish Councillors are duly summoned to attend a meeting of

WESTERFIELD PARISH COUNCIL

Tuesday, 19th September 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 [22 August 2023](#)
- 1.4. Comments from members of the public on matters on the agenda
- 1.5. Councillor vacancies
- 1.6. Councillor Roles
- 1.7. Internal and External audit review

2. Village Improvement

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

3. To receive reports:

- 3.1. County Councillor
 - 3.2. District Councillor
 - 3.3. Parish Councillors on meetings/forums attended.
 - i) SALC AGM 2023 Wednesday 19th July (Cllr Noble)
 - ii) Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership Meeting, Monday 21 July 2023, 2 to 5pm, East Suffolk House, Melton. (next meeting Monday 2 October 2023 at Adastral Park, Martlesham Heath)
 - iii) Road Safety Forum: - Monday 14th August, 10am via Teams.
 - iv) Development pathway for councillors, 2nd & 9th October (Cllr Barber)
 - v) ESC Greenprint forum events (email 14th July 2023)
 - vi) Community Partnership Outcome Proposal Workshop, 5th September 2023
- Upcoming meetings:**
SALC East Suffolk Area Forum 21st Sept (Cllr Noble)
Road Safety Forum, 21st Sept 10-12, Microsoft Teams
Asset of Community Value (Right to Bid) Information Session, 28th September 2023
Community Action Suffolk: Introduction to Community-Led Housing + Q&A (Zoom call), Thursday 5th October 11.00-12.00 am.

4. To note and discuss current planning applications

- 4.1. Status updates:
 - i) DC/22/3566/DRC: Discharge of Condition Nos. 6, 13 and 15 of DC/21/5737/FUL - Demolition of existing dwelling and erection of two dwellings - Landscape, electric vehicle and refuse conditions. Former Meadow View Lower Road Westerfield Ipswich Suffolk IP6 9AR. Application Permitted by ESC (29/7/2023)
 - ii) DC/23/3219/FUL: Installation and operation of a 50.4kW ground mounted solar array on land associated to Poplar Farm. - Poplar Farm Westerfield Lane Tuddenham St Martin Ipswich Suffolk IP6 9BH. Pending Consideration (01/9/2023, application received by ESDC 14/8/2023 but no consultation request received).
- 4.2. New applications
 - i) IP/23/00406/REM (Phase 3A); Submission of Reserved Matters (appearance, layout,

landscaping and scale) for Phase 3a comprising 100 dwellings, a local centre, parking, landscaping, earthworks and associated works; in relation to Outline Planning Permission IP/16/00608/OUT comprising up to 1,100 dwellings, local centre, country park, open space, sustainable urban drainage systems, landscaping, infrastructure and engineering works; and 2 No. access points from Henley Road and provision of access points for pedestrian/cycle bridge and vehicular bridge over railway. IP/16/00608/OUT is an EIA Development and an Environmental Statement was submitted with the Outline Application. Land North Of Railway And East Of Henley Road Ipswich Suffolk.
Deadline 13 Aug.

4.3 Items received after the agenda was published, and other planning matters
i) ESPA affiliation

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. Updated CIL Report 22/23
- 7.3. To approve insurance renewal
- 7.4. ['Parish Council Accounts'](#)

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

- 8.1. General Privacy Notice, Subject Access Request (SAR) Policy
- 8.2. Safeguarding Policy
- 8.3. NALC consultation to update the model Financial Regulations
- 8.4. Health & Safety Policy
- 8.5. Others

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

- 9.1 Energy Projects Update
- 9.2 Anglian Energy Planning Alliance
- 9.3 Highway Grit Bin Refills
- 9.4 Nitrous Oxide use by young people
- 9.5 Citizens Advice East Suffolk (CAES) Annual Report 2022/23

10. To note the date of forthcoming meetings

21st November, 16th January, 19th March 2024

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