

**Great and Little Whelnetham Parish Council**  
**Minutes of Parish Council Meeting held Monday 20 March 2023 at the Community Centre**

**Present**

**Cllr Peter Royce, PR**  
**Cllr Howard Singh, HS**  
**Cllr June Attwood, JA**  
**Cllr Tim Webber, TW**  
**Clerk, Elaine Gorman, EG**  
**2 members of the public**

1. **OPENING** – the Chairman, PR opened the meeting and thanked everyone for attending.
2. **APOLOGIES** – received from County Councillor Karen Soons.
3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – none.
4. **MINUTES FROM PARISH COUNCIL MEETING DATED 9 JANUARY 2023** (minutes as detailed on the website). The minutes were approved and signed by PR as a true and accurate record, proposed by JA and seconded by HS.
5. **PUBLIC FORUM** – Chairman’s report – PR stated that this was the last meeting which Cllr Howard Singh would be attending as he is stepping down from his role as parish councillor at the end of March 2023. PR acknowledged the lengthy career of HS in local government and thanked him for his time and effort as a parish councillor with Gt & Lt W’ham PC. County Cllr Karen Soons’ report was circulated prior to the meeting. The Clerk’s report was circulated prior to the meeting. There was one question from a member of the public via email. Owing to the nature and timing of the question council considered the request and a decision was emailed following this meeting. Email correspondence was received regarding the Housing Strategy Survey and the Levelling up forum. Both were considered and responses made.
6. **STATUTORY BUSINESS** –
  - a) To review and approve the Data Protection Policy.
  - b) To review and approve the Subject Access Request Policy.
  - c) To review and approve the Subject Access Procedure
  - d) To review and approve the Document & Electronic Data Retention Policy
  - e) To review and approve the Privacy Policy
  - f) To review and approve the Lone Worker Policy
  - g) To review and approve the Filming Policy – all documents listed from a – g unanimously approved.
  - h) To review, consider and approve the statutory legal power of LGA 1972, s137 for 2023-24. The Department for Levelling Up, Housing and Communities advised that the appropriate sum for the purpose of section 137(4) (a) of the Local Government Act 1972 for parish and town councils in England for 2023-24 is £9.93 x 1064 per head of population which equates to £10,565.52 for this parish.
  - i) To review, consider and approve the Website Accessibility Statement. Unanimously approved.
7. **PLANNING APPLICATIONS** decided upon by PC since last meeting
  - Anglian Water Pipeline **DC/23/1126/ELEC** Application under the overhead lines (Exemption) (England and Wales) Regulations 2009 – alteration to high voltage overhead lines, Hall Cottage, The Street, Lt W’ham, IP30 ODG, unanimously supported.
  - DC/23/0064/HH – Householder planning application – a. window to side elevation infilled b. part-infill of window and replacement roof to side elevation c. raising and replacement roof to existing extension to form roof terrace, d. replacement of glazed

roof to rear elevation, e. first floor rear extension , f. replacement windows and cladding to rear elevation, g. removal of chimney, 3 Hall Cottages, The Cottage, The Street, Lt W’ham, IP30 ODG, unanimously supported.

- **DC/22/2206/HYB** – Hybrid Planning Application – A. Full application – proposed 69-kilometre pipeline and above ground infrastructure at Raydon, Rushbrooke, Raydon Tee and Wherstead; and B. Outline planning application – proposed ancillary above ground infrastructure at Lt Saxham, Lt Whelnetham, Nedging Tye, Hadleigh and Gt Horkesley, location – land along Bury St Eds, Suffolk. Supported.
- **PLANNING APPLICATION TO BE CONSIDERED**
- **DC/23/0400/HH** – Householder planning application – single storey side extension (following demolition of existing extension) Location, Mereside, Bury Rd, Sicklesmere, Suffolk, IP30 OBU, applicant Mr & Mrs Armstrong. Unanimously supported.

**8. FINANCE**

- a) Payments since last meeting and bank reconciliation. Balance of current account is £28,194.16 less cheques of £255.02 to be issued. Total in current account is £27,939.14.
- b) Bi-monthly statement received and approved. The following cheques were approved and issued.

Detail	Cheque No.	Net (of VAT)	VAT	Total
E Gorman exps	874			255.02
Total				255.02

- 9. **UPDATES** – the King’s Coronation Commemorative mugs had been ordered, received and delivered to the school. The Clerk reported that the school was appreciative of the donation. The Clerk reported she had ordered three new noticeboards. Proofs had been circulated.
- 10. a) Consider a new village sign – a discussion took place but it was decided further time was needed to look at this. PR suggested it be listed as an agenda item at the next meeting.
- b) Consider the maintenance and preservation of the Railway Walk. PR suggested this be listed as an agenda item for the next meeting.
- c) Consider a neighbourhood plan. This was considered and agreed the Clerk will obtain further information about the process involved.
- 11. **MATTERS FOR CONSIDERATION AT NEXT MEETING** – village sign, Railway Walk.
- 12. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed – Clerk’s employment contract.
- 13. **CLOSE OF MEETING** 8.30pm
- 14. **DATE OF NEXT MEETING MONDAY 15 MAY at 7.30PM following the Annual Parish Meeting at 7pm.**

Signature of Chairman.....

Date.....