



## WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of meeting Tuesday 12<sup>th</sup> September, 2017

PRESENT Cllrs. Barber, Belson, Bloomfield, Kinnair, Lunken, Roberts.

APOLOGIES Cllr. Dunn.

### 1 AGENDA

- 1.1 **Apologies** - Noted above.
- 1.2 **Minutes of the last meeting** held on Tuesday 18<sup>th</sup> August, 2017 were confirmed and signed.
- 1.3 **TO RECEIVE PECUNIARY AND NON PECUNIARY INTERESTS OF MEMBERS** - None
- 1.4 **TO CONSIDER APPLICATIONS FOR DISPENSATION** - None
- 1.5 **PUBLIC OPEN FORUM** – no members of the public present

#### PUBLIC OPEN FORUM CLOSED

- 1.6 **Jessica Fleming's Report**- Jessica's report available on the Parish Council website at <http://walshamlewillows.suffolk.cloud/meetings/> For the County it covered Suffolk's New Strategic Priorities, Highways, School Transport, and a consultation for an A12 village bypass that was not relevant for Walsham.

- ❖ **ACTION** Cllr. FB to send details of the excessive signage and disruption for very small road works to Cllr. JF

Cllr Fleming urged people to take part in the consultation on school transport and to document reasons for any objections.

For the District Jessica's report covered Planning Applications, Consultation on Local Plan, Neighbourhood Planning and the Council's move to Endeavour House.

- ❖ **ACTION** Cllr. Fleming will follow up on planning applications **1352/17** and **DC/17/02783** to see what is happening.

Cllr. Fleming noted that Local Plan leaflets were not received by all present.

Cllr. Barber asked why a 'new town' was not considered with regard to overall housing needs in the District. Cllr. Fleming advised that this was an opportunity for all to comment on the options for the overall housing strategy which are: 1: focusing development on main infrastructure routes rather than small villages, 2: Promoting development in small villages and hamlets, and 3: Creation of a new town.

- ❖ **ACTION** Cllr. Barber again raised issue of website glitches and Cllr. Fleming advised that she would follow up.

- 2 **PLANNING APPLICATIONS TO BE DISCUSSED** plus any received after the publication of this agenda

#### **Application. No: DC/17/04560**

**Proposal:** Householder Planning Application to replace fences and sidegate.

**Location:** Fernside, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP313BQ

**The Parish Council made no comment**

### 3 PLANNING OUTCOMES

#### **Application - DC/17/02683 - GRANTED**

**Proposal:** Householder Planning Application - Conversion of garage and erection of single storey rear extension to form annex (linked to main dwelling)

**Location:** Ashvale, Crownland Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BU

#### **Application. No: DC/17/02827 - GRANTED**

Householder Planning Application - Erection of single storey rear extension

The Bungalow Alandale The Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3AA

#### **Application. No: DC/17/030748 - REFUSED**

Change of use from Class A2 (Financial and professional services) to Class C3 (Dwellinghouse) And Erection of 1 storey detached dwelling (following demolition of existing building)

Linton House The Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3AZ

#### **Application. No: 1352/17 – NO DECISION**

Land West Of Wattisfield Road Walsham Le Willows IP31 3BD

**Outline application with all matters reserved except access for the erection of up to 60 dwellings**

**Application Updated:** Planning Officer comment re Primary School Places and changes to footway proposals. No Further Comment from SCC Flood and Water Management.

**Parish Council had no further comments**

#### **Application for outline planning permission - DC/17/02783 – NO DECISION**

**Proposal:** Outline planning application (with all matters reserved) - Erection of up to 22 dwellings.

**Location:** Land Opposite, Broad Meadow, Walsham Le Willows, Suffolk

### 4 MATTERS ARISING FROM THE COUNCIL MEETING HELD ON THE 11<sup>th</sup> JULY 2017

4.1 **Community Emergency Plan** – ongoing

4.2 **Local heritage listing** - Cllr. Belson reported that after 10 months of deliberation the History Group committee have decided that none of the members of the History Group is willing to assist with the initiative. Consequently it is unlikely that this project to create a record of all the valued buildings in the Parish will be completed.

4.3 **Water in Wattisfield Road** - no further problems – item to be removed from agenda

4.4 **Neighbourhood Plan** – The PC decided on their approach to the initial meeting on the 22nd September at 7pm in the Memorial Hall.

4.5 **Weedkilling of base of churchyard wall** – No more heard from Highways.

❖ **ACTION: Clerk to clarify with Highways that this also include the base of wall on The Causeway**

### 5 CORRESPONDENCE

5.1 **Dog fouling** along footpath on boundary of allotments – The Parish Council advises that this is not a public footpath and therefore not under Parish Council jurisdiction.

❖ **ACTION** Clerk to reply to email

5.2 **VAS Machine Data Analysis** – Walsham does not have VAS data

- ❖ **ACTION** Clerk to reply to email
- 5.3 **Local Plan Consultation** – agreed that this should be incorporated into the Neighbourhood Plan meeting as it is the only lever we have to use until a Neighbourhood Plan has been completed.
- ❖ **ACTION** Clerk to email Jessica Fleming asking her to incorporate into NP meeting
- ❖ **ACTION** Cllr. Barber to ask Mary Bradley for loan of microphone and speaker for meeting.
- 5.4 **Network Assurance** – roadworks.org - **noted**
- 5.5 **1167/17 – Certificate of Lawfulness** for info - **noted**
- 5.6 **Letter from Michael Wild** – referred to Council
- 5.7 **Pensions Regulator** – for info - **noted**
- 5.8 **Letter – Mark Lambert** – Felling trees – For info - **noted**
- 5.9 **Litter Strategy Document SALC** – for info - **noted**
- 5.10 **Email re Social Media Training** – for info - **noted**
- 5.11 **Clerks info and networking event** – for info – **noted** – **clerk will not attend this one**
- 5.12 **Email John Stebbing** – correspondence with Planning re website - for info - **noted**

## 6 REPORTS

### 6.1 Play Area

Nothing to report. Clerk advised no response to email as yet.

- ❖ **ACTION** Clerk to chase

### 6.2 Footpath Warden - Nothing to report. Signage to be discussed next month.

### 6.3 Tree Warden – Nothing to report

### 6.4 Clerks financial report and request for payments

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002055	£421.18	Clerks wages & expenses
2	Coastline Graphics	002056	£135.00	Banner
3	Parish Council Employee	002057	£137.40	Street Cleaning
4	Parish Council Employee	002058	£350.00	Grasscutting
5	HMRC	002059	£42.00	PAYE
6	Business Services at CAS	002060	£531.62	Parish Council Insurance

#	Receipts	Amount	Description
1	SCC	£466.22	Footpaths Grant

- **Publication of Annual Return - noted**
- **Old Minute books etc** received from Averil have been placed in County Archive Bury St Edmunds. The filing cabinet is now in the rear of Memorial Hall under double lock and key. Need a duplicate key for filing cabinet – **noted and agreed that further documentation can be dealt with as per the guidelines in NALC Legal Topic Note 40**
- **Qualified Issue** requested of External Auditor for uncompleted box on return - **noted**
- **Expenses Over £100** – to be drawn up for October meeting - **noted**
- **Streetsweeping** – Clerk asked about arrangements and if north side of Street was ever swept and if not, whether it could be included.
  - ❖ **ACTION** Cllr. Barber to make enquiries
- **Insurance renewal** – late email received, premiums has increased by just under £10 – PC agreed addition of cheque for premium to payments for September.

- Email from Phone Coop re ‘business account’ – Parish Councillors could not shed any light on what this may be.
  - ❖ **ACTION** Parish Clerk to investigate further
- Cllr. Barber asked for progress report on internal financial control – Cllr. Kinnair and Clerk confirmed that meeting has been agreed for 10<sup>th</sup> October.

**7 OTHER ITEMS FOR DISCUSSION**

- 7.1 **Highways reports** from roadworks.org – dealt with during Jessica Fleming’s report and under correspondence. Subscription changed to monthly as per advice.
- 7.2 **Santander** – form complete – can be sent for change of correspondence address
- 7.3 Clerk to be signatory on bank account – **ACTION** Cllr Barber to forward form

**8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN**

None

**9 MEETING CLOSED AT: 21:20**

Kevin Boardley - Proper Officer & Clerk to Walsham-le-Willows Parish Council

**Signed**

Maggie Barber – Chair - Walsham-le-Willows Parish Council