



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of meeting Tuesday 14th November, 2017

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

1 AGENDA

1.1 Apologies Cllr. Dunn.

1.2 Minutes of the last meeting held on Tuesday 10th October, 2017 were approved and signed.

1.3 TO RECEIVE PECUNIARY AND NON PECUNIARY INTERESTS OF MEMBERS - None

1.4 TO CONSIDER APPLICATIONS FOR DISPENSATION - Cllr. Belson for Orchard House application.

1.5 PUBLIC OPEN FORUM OPENED – one member of the public present.

A member of the public presented objections to planning application DC/17/5357.

Cllr. Belson sought clarification that these objections were being submitted directly to the Planning Dept. and also raised the question of whether planners would see the proposed development as within the curtilage of the farmhouse.

PUBLIC OPEN FORUM CLOSED 19:15

1.6 Jessica Fleming's Report- Jessica's report available on the Parish Council website at <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

For the County it covered Council Tax, the Suffolk & Essex Rail Conference and Highways.

For the District Jessica's report covered Council's move to Endeavour House., Mid Suffolk and Babergh merger talks, Council Tax Reduction Access and Consultation and Planning Applications 1352/17 and DC/17/02783.

Issues raised with Cllr. Fleming by Parish Councillors:

- Cllr. Belson: New planning portal is less user friendly in that it does not underline links that have been accessed and document titles are not always helpful in determining contents.
- Cllr. Barber: Asked for information on increases to precepts. Confirmed that there will be increases to accommodate rising costs and increased responsibilities.
- Cllr. Bloomfield: Capacity of sewerage plant in relation to applications 1352/17 and DC/170273 in light of fact of odours emanating from Badwell Ash Sewerage plant.

Cllr. Bloomfield also noted four break-ins recently and had concerns about police not being present. He also noted the breakdown in Neighbourhood Watch and Speed Watch initiatives in village due to withdrawal of police support over the past two years.

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

Application. No: DC/17/05360

Address: Fernside Finningham Road Walsham Le Willows IP31 3BQ

Proposal: Tree in a Conservation Area Notification - Removal of 1 No. Robinia Tree

Parish Council were in support this application.

Application No. DC/17/05357

Address: Cranmer Lodge Finningham Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3BJ

Proposal: Planning Application- Conversion and extension of existing barn to form 1 no. dwelling

Parish Council objects on the following grounds:-

- Visibility from the entrance/exit is inadequate having regard to the fact that it opens onto a dangerous piece of road with a deceptive, blind corner and two roads joining, one from each side
- Roof-lights in an existing pan tiled roof which is totally alien to any other barn conversion anywhere in the neighbourhood
- Impact on the landscape when viewed when approaching down the hill from Bribery Lane and also when viewed along the main road from Finningham as the elevation with the most impact will be the one with the windowed roof and french windows
- The Parish Council suggests that rather than convert to a full-time residence with the additional large extension, it would be more appropriate to contain the building to the existing footprint and adapt it as a holiday let.
- Additionally, the Parish Council are aware that the area is a flood risk as we are aware that Green Farmhouse has had to be sandbagged in the past.

Application No. DC/17/05358

Location: Cranmer Lodge, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BJ

Proposal: Application for Listed Building Consent - Conversion and extension of existing barn to form 1 no. dwelling

Parish Council Refer to Comments on application DC/17/05358

Application No. DC/17/05359

Location: Orchard House, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BS

Proposal: Planning Application - Conversion of former dental surgery and waiting rooms to an annex.

Parish Council supported this application

Application no. DC/17/05256

Location: Land South Of School Road, Hinderclay, IP22 1HH

Proposal: Planning Application - Change of use of agricultural land to provide airfield for light aircraft aviation operations. Erection of temporary aircraft hangar. Siting of storage container.

Parish Council made no comment

3 PLANNING OUTCOMES

Reference : DC/17/03748 **APPROVED**

Proposal: Discharge of Conditions application to 3622/15 - Condition numbers 3 (Materials), 7(Archaeological Works) and 9 (Construction Management)

Discharge of Conditions application to 3622/15 - Condition numbers 3 (Materials), 7 (Archaeological Works) and 9 (Construction Management)

Location: Land To The Rear Of 1 And 2 , Upper Meadow, Walsham Le Willows, IP31 3AY

Parish Council noted Email from Ian Bartholomew re ensuring full consultation with all interested parties before any decision on terms and conditions for Planning Application 3622/15

Reference : DC/17/03642 GRANTED

Address: Fernside Finningham Road Walsham Le Willows Bury St Edmund Suffolk IP31 3BQ

Proposal: Application for Listed Building Consent - Erection of replacement fencing to the east and the south and replacement of garden gate.

Application. No: DC/17/04560 – GRANTED

Proposal: Householder Planning Application to replace fences and sidegate.

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

Reference: DC/17/04722 GRANTED

Address: 11 Wattisfield Road Walsham Le Willows Bury St Edmunds Suffolk IP3 3BD

Proposal: Erection of first floor rear extension

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 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 11th JULY 2017

- 4.1 **Community Emergency Plan** – in progress **ACTION:** Clerk to reply to Wattisfield PC re reciprocal arrangements, correcting details and highlighting the Memorial Hall Closure until Jan 2018.
- 4.3 **Local Plan** – Clerk reported that it had not been possible to submit Parish Council comments by deadline.
- 4.4 **Weedkilling** churchyard wall – ref 174404/182198 – **ACTION:** Cllr's requested that Clerk contact Highways again to relay firm view that weedkilling had not be carried out as has been reported. New report ref: 00185476
- 4.5 **Data Protection** – watching brief – Clerk reported further correspondence from SALC. **ACTION:** Clerk to contact SALC again for further clarification.
- 4.6 **Correspondence address for reserve account** – **ACTION:** Resolved that Clerk and Chair will put plans in place to transfer Parish Council account to Barclays Bank on recommendation of Cllr. Roberts.
- 4.7 **Adding Clerk as signatory** – see minute 4.6
- 4.8 **Phone Coop** – Broadband/email account should have closed from 10th November. Noted. **ACTION:** Clerk to follow up. Charges ceased 10th November. Account will close 30th November.

- 4.9 **Streetsweeping** – Cllr. Roberts had nothing to report on enquiries into costs for Billy Goat machine. **ACTION:** Resolved that Cllr. Roberts would look into offering his own machine for a very short feasibility trial.
- 4.10 **Boundary Commission Consultation** – Parish Council resolved that Boundary Commission proposals to remove Langham and Stowlangtoft from the Thurston catchment to join Walsham make sense given additional housing being proposed and passed for Thurston.
ACTION: Clerk to submit full response.
- 4.11 **Streetlighting** – Cllr. Bloomfield had no progress to report on possible LED lighting. Parish Council resolved to take matter no further.
- 4.12 **David Murray** has agreed to continue the **mowing** and to organise servicing - noted
- 4.13 **Finger Boards** – Cllr. Belson reported exasperation at response from Highways given that a request had gone in over a year ago and we were now being told there was no record.
ACTION: Clerk to contact Highways with updated list of finger boards (supplied by Cllr. Belson) that need replacing.
- 4.14 **Memorial Hall Windows** – Clerk reported that updated invoice correctly addressed to Parish Council had been requested of contractor, with advice that this would not be paid until just after the next Parish Council meeting on 12th December.
- 4.15 **Other action points:**
Clerk: planning website guide – no Cllr’s confirmed having used this; Clerk reported measures to ensure faster forwarding of documents for meetings; response made to Clarkes of Walsham re notice on tree cutting; new electoral register – not yet obtained; mobile mast/broadband – not yet done but there is progress as indicated by appearance of oil tank and generator within churchyard walls. **ACTION:** Clerk to seek information from PCC on behalf of Parish Council.

5 CORRESPONDENCE

- 5.1 Request for funding Children in Need Disco – resolved to pay same as last year £60. Was added to payments authorised at this meeting.
- 5.2 Email from Richard Dean via Village web site – Vertas re payment of overdue invoices for SIN 015398 and 017975 - noted
- 5.3 Consultation – Minerals and Waste Local Plan – agreed not applicable to Walsham
- 5.4 Precept Consultation - noted
- 5.5 Christmas Tree Disposal in hand with MSDC for advertising in December Observer - noted

6 REPORTS

6.1 Play Area

Cllr. Roberts reported no further progress on receipt of documents from Play Council with next meeting to agree receipt of documents now postponed until 1st December. Councillor Roberts also reported back on investigations into Charity Commission Rules. **ACTION:** Clerk to follow this up with existing Trustees.

- 6.2 **Footpath Warden** - Cllr. Belson reported that three new signs will be erected at Fishponds Lane on Summer Road, Wattisfield Road end and one on Allotment Lane opposite Clarkes. Cllr. Belson also reported a road sign rusted and rotted through at the junction of Bribery Lane and Crownland Road/Westhorpe Road. **ACTION:** Clerk to contact Highways to report this for replacement. ID: TN017701 (logged ref: 185507)

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	002077	£371.56	Clerk's wages & expenses
2	Parish Council Employee	002073	£109.92	Street Cleaning
3	Information Commissioner's Office	002074	£35.00	Registration of Parish Council as data handler/processor
4	SALC	002075	£26.40	Data Protection Seminar
5	David Murray	002076	£86.86	Petrol; Extra Strimming prior to Gardens Weekend
6	GetMapping PLC	002078	£33.60	Parish Online population mapping
7	Children In Need	002079	£60.00	Donation added to payments at meeting.

#	Receipts	Ref	Amount	Description
1	SCC	29/4029/021	£466.22	2 nd grant payment for FootPaths

- 6.4.1 Audit Report – noted. Updated report be sent out with each set of minutes and agenda
- 6.4.2 Adjustments to budgeting categories – not yet done - noted
- 6.4.3 Averil will present old PC laptop for wiping before disposal - noted
- 6.4.4 Suffolk Preservation Society subscription to be paid? **ACTION:** Clerk to present for payment next month and advise SPS on delay.
- 6.4.5 Cleansing Grant claimed for Quarter ending September 2017 (£357.18) - noted
- 6.4.6 Booked on Finance for Clerks and RFO's 29/11 £75+vat - noted
- 6.4.7 Agenda for Budget meeting – date set for 28th November at 7pm in Priory Room. **ACTION:** Clerk to arrange for collection of projector and screen.

7 OTHER ITEMS FOR DISCUSSION

- 7.1 Town House Road Streetlamp (#12), original ref: 156277 – active fault – delayed – noted **ACTION:** Clerk to chase again. T39 fault. Safety Clearance issues. Ownership issues so approval required.
- 7.2 Bank account – dealt with under 4.6 and 4.7

8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN

- 8.1 Insurance – Parish Council resolved to Increase of Fidelity Guarantee under policy to £50k in accordance with Audit Report recommendations. **ACTION:** Clerk to follow up. Policy updated 15/11/2017.

9 MEETING CLOSED AT: 21:30

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

Signed

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