



## WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

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

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

### 1 AGENDA

1.1 **Apologies** Cllr. Dunn, Cllr. Fleming

1.2 **Minutes of the last meeting** held on Tuesday 14<sup>th</sup> November, 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. Barber for Moriarty's application.

1.5 **PUBLIC OPEN FORUM OPENED** – four members of the public present.

Two members of the public made representations in favour of planning application DC/17/05816.

Another member of the public offered positive feedback on the new village website.

**PUBLIC OPEN FORUM CLOSED 19:18**

1.6 **Jessica Fleming's Report (presented by Cllr. Brian Kinnear)** - Jessica's report available on the Parish Council website at <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

**For the County** the report covered School Transport proposals, Highways and Sign Replacement.

**For the District** the report covered Christmas Waste collections, Public Access, Mid Suffolk & Babergh merger, Ward Boundaries, Neighbourhood Planning and Planning Applications 1352/17 and DC/17/02783 (**probably before planning committee in February**).

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

**Reference:** DC/17/05366 **Parish Council made NO COMMENT**

**Location:** Barn At West Street Farm Walsham Le Willows Suffolk IP31 3AP

**Proposal:** Notification under Part 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015 - Prior Approval Under Class Q (a and b) Change of use from Agricultural Building to Dwellinghouse (Use Class C3) - Change of use of barn to form 1No dwelling.

**Reference:** DC/17/05865 **Parish Council OBJECTED to this application**

**Location:** Moriarty's Cafe The Street Walsham Le Willows Suffolk IP31 3AZ

**Proposal:** Application under Section 73 of the Town and Country Planning Act. 3323/15 Change of Use Of Former Ironmonger's Shop (A1) To Cafe/Tea Shop (A3) without compliance with Condition 3 (Restriction on operation times) to extend opening hours from 0800hrs to 23:00hrs on Wednesdays and Saturdays.

**Grounds:** Inappropriate for this facility in this village

**Reference:** DC/17/05816 **Parish Council SUPPORTED this application**

**Location:** 15 Staple Close Walsham Le Willows Bury St Edmunds Suffolk IP31 3DB

**Proposal:** Householder Application - Erection of garden workshop/store.

**Reference:** DC/17/05886 **Parish Council SUPPORTED this application**

**Location:** Sunnyside House Finningham Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3BJ

**Proposal:** Householder Planning Application - Erection of garden pavilion (following the demolition of outbuilding).

**ACTION CLERK** – Contact Jessica Fleming to advise on the way decision of planning dept was changed.

### 3 PLANNING OUTCOMES

**Application No:** DC/17/05360 **DECIDED**

**Address:** Fernside Finningham Road Walsham Le Willows IP31 3BQ

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

**Application No.** DC/17/05357 **NO DECISION**

**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

**Application No.** DC/17/05358 **NO DECISION**

**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

**Application No.** DC/17/05359 **NO DECISION**

**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.

**Application no.** DC/17/05256 **NO DECISION**

**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.

**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 11<sup>th</sup> JULY 2017**

- 4.1 **Community Emergency Plan** - Ongoing
- 4.2 **Neighbourhood Plan** – 14 people have put their names forward so far. Cllr. Barber is to propose another meeting in January if another 8 to 10 people come forward.
- 4.3 **Weedkilling** – Clerk emailed with view of PC. Highways replied insisting that work had been done as previously advised and programme will not recommence again until next year. - noted
- 4.4 **Data Protection** – watching brief – Cllrs. Agreed registration details as submitted
- 4.5 **Bank accounts & Clerk as signatory** – options were discussed in light of new information from Barclays. Cllrs. unanimously agreed that decision rests with Chair and Clerk. **ACTION CLERK** – Contact SALC and Wattisfield PC for further advice prior to making decision.
- 4.6 **Streetsweeping** – Cllr. Roberts – no further progress. **ACTION CLLR ROBERTS** – to contact Street Sweeper to offer trial of his own machine.
- 4.9 **Boundary Commission Consultation** – PC response submitted - noted
- 4.10 **David Murray** mower servicing requirement this year – Parish Council agreed that mower did not need to be serviced this year based on the information supplied by contractor.
- 4.11 **Finger Boards** – Advised by highways that these are now logged for action in ‘due course’. - noted
- 4.12 **Memorial Hall Windows** – invoices received 12<sup>th</sup> December and presented for payment.
- 4.13 **Updated electoral register** should be with us by 10th December – noted **ACTION CLERK** – to chase
- 4.14 **Townhouse Road Streelamp** –finally resolved - noted
- 4.15 **Rusted street sign Ref: 00185507** – Highways advised they have assessed and no action is to be taken. **ACTION CLERK** – to contact Highways again and in the strongest terms advise that this sign is almost certainly a mandatory sign and is lying on the ground, asking them to check again.
- 4.16 **PCC and generator** – Clerk reported response which did not answer the question re Planning Permission and Listed Building Consent but which did advise that Louvres had been replaced. Parish Council not happy with this. **ACTION CLERK** – contact PCC again with same questions and depending on response to contact Planning dept.

#### **5 CORRESPONDENCE**

- 5.1 School Travel Arrangements – Parish Council discussed these proposals and registered a strong objection. **ACTION CLERK** – to let Mia Witham know and keep on Agenda pending liaison with the action group.

#### **6 REPORTS**

- 6.1 **Play Area** – Trevor Roberts  
Parish Council discussed issues with Lease and composition/operation of Play Council Committee extensively to start to determine a way forward in partnership with Play Council. It will take some time to work through. **ACTION CLERK** – to contact Old Town Trust re updated Lease; contact SALC for advice; contact Chair of Play Council for firm date for AGM.
- 6.2 **Footpath Warden** – Richard Belson – nothing to report
- 6.3 **Tree Warden** – Richard Belson – nothing to report
- 6.4 **Clerks financial report** and request for payments

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002083	£463.27	Clerk's wages & expenses
2	Parish Council Employee	002084	£137.40	Street Cleaning
3	HM Revenue & Customs	002085	£75.40	PAYE
4	SALC	002086	£90.00	Clerk's Finance Course
5	DS Mead	002087	£2,100.00	Memorial Hall Windows
6	DS Mead	002088	£1,947.60	Memorial Hall Windows

#	Receipts	Ref	Amount	Description
1	MSDC		£357.18	Cleansing Grant Qtr2

- 6.4.1 Audit Report – Action Points – Parish Council reviewed current position
- 6.4.2 Budget – An additional £2000 was added to the draft budget agreed on 28th for 2018/19 to cover SID devices and responsibilities for Play Area. Precept form to be completed and submitted after next meeting.

## 7 OTHER ITEMS FOR DISCUSSION

- 7.1 **SID devices** – Parish Council give formal approval in support of Sports Club proposal  
**ACTION Clerk:** Contact Jessica Fleming and Josephine Beevor about funding

## 8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN

None

## 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