



## WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

### MINUTES of meeting Thursday 6<sup>th</sup> September 2018

**PRESENT** Cllrs. Barber, Bloomfield, Kinnair and Lunken. Meeting Chaired by Cllr Barber in Cllr Roberts' absence.

#### FIRST BUSINESS

- 1.1 Apologies: Cllr's. Belson and Roberts
- 1.2 The minutes of the last meeting held on the 14<sup>th</sup> August were accepted & approved
- 1.3 No pecuniary and non-pecuniary interests declared
- 1.4 No applications for dispensation
- 1.5 Public Open Forum – no members of the public present
- 1.6 County and District Reports – Jessica Fleming unable to attend. Reports were provided which are available at on the Parish Council website at <https://www.walsham-le-willows.org/explore/governance-community/parish-council/> – Jessica's report included for the County, Local Meeting with MP, Suffolk Tourism has a Good Summer and Listening Events And for the District, Change in Senior Leadership Team at Mid Suffolk and Parking Enforcement Transfer to District Councils.

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

**Reference DC/18/04005 Address Millers Arch Finningham Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3BQ Proposal** Notification of works to Trees in a Conservation Area - Fell 1no. Laurel - **Parish Council Were in Support of this application**

#### 3 **PLANNING OUTCOMES – TO BE NOTED**

None

#### 4 **MATTERS ARISING FROM THE COUNCIL MEETING HELD ON THE 14<sup>th</sup> August 2018**

- 4.1 **Community Emergency Plan** – Cllr Bloomfield reported that this was ongoing and that a couple of people still needed to be found to replace those removed. **ACTION Cllr Bloomfield**
- 4.2 **CIL bid submission** – Clerk reported that joint meeting with planning, parish council and neighbourhood planning group to be finalised next week for w/b 12<sup>th</sup> November on date when most people have indicated that they are available. **ACTION Clerk**
- 4.3 **Neighbourhood Plan** – nothing more to report apart from the next two meetings on 4<sup>th</sup> and 25<sup>th</sup> October in Priory Room at 7pm.
- 4.4 **Data Protection** – no further progress
- 4.5 **SID devices** – devices on order should be with us in 2-3 weeks; waiting for Cllr Roberts to contact residents about objection to one of the locations. In meantime **ACTION Clerk**, to check position of contested location from map submissions.
- 4.6 Streetlighting conversion – awaiting promised quotes; **ACTION Clerk** to continue chasing
- 4.7 **Play Area Insurance** – Clerk reported that amalgamation almost complete with no extra cost to Parish Council for current cover but renewal for amalgamated policy due in November.
- 4.8 **New signage for footpaths** – Update will have to wait until Cllr Roberts in attendance
- 4.9 **Speedwatch** – to be removed from agenda as it has not proved possible to find enough volunteers

- 4.10 **Councillor Vacancies** – Clerk reported that letter sent from Chair to retiring Cllr Andrew Dunn with apologies for the delay. Clerk advised Amanda Ellis had been in touch about becoming a Parish Councillor by co-option. **ACTION Clerk** to write to Ms Ellis requesting completion and return of declaration of eligibility and inviting Ms Ellis to the next Parish Council meeting for co-option. Cllr Barber read out a letter of resignation from Cllr Lunken who was thanked for her contributions to the work of the Parish Council. **ACTION Clerk contact MSDC** to institute vacancy process
- 4.11 **Laser printer** – no quotes obtained as yet
- 4.12 **Dog Fouling Signage** – Clerk reported that contact for previous suppliers had been received and yet to be followed up. **ACTION Clerk**
- 4.13 **Contamination of stream at Causeway bridge** – Clerk reported conversation with Paul Leake who advised that in the past he has had to contact both Anglian Water and the Environment Agency to get anything done. Clerk reported that as far as he was aware it is looking ok now. There may well have been a sewage overspill as result of the heavy rains which Anglian Water are licenced for. Agreed that this should be kept under review.

## 5 CORRESPONDENCE

- 5.1 **Traffic Regulation Orders** – Councillors reported that they had observed that parking cars on the greens opposite the Play Area again. **ACTION Clerk** It was agreed to ask Jessica Fleming to make representations as she has done in the past when this has been an issue. Existing parking restrictions as reported on plan were reviewed and new parking restrictions were considered. It was resolved that a request would be submitted for new restrictions from Elm Drive to the boundary of the new houses as this has been noted as a particularly narrow and dangerous bend. It was noted that private parking is available to all residents along this stretch of the Finningham Road. Proposed Cllr Barber, seconded Cllr Lunken and unanimously carried. **ACTION Clerk**
- 5.2 **Grit heaps/bins** – Clerk presented survey of current bins, result of which is that we need three new bins, two to replace grit heaps that will no longer be allowed and one to replace a bin with no lid which is full of water. **ACTION Clerk** to ascertain exact pricing and availability from Clarkes in comparison with other suppliers. To liaise with Cllr Bloomfield to agree before ordering. Proposed Cllr Bloomfield, seconded Cllr Kinnair, carried unanimously.
- 5.3 **Planned Footpath Diversions** – Letter from Mr Martineau as circulated to councillors. Councillors asked Clerk to write to Mr Martineau thanking him for undertaking this work. **ACTION Clerk**

## 6 REPORTS

- 6.1 Clerk's Financial report and reconciliation to 31<sup>st</sup> August was agreed by Cllr Kinnair and requests for payments were authorised as follows:

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002151	£367.01	Wages
2	K Boardley	002152	£24.47	Expenses
3	CHQ CANCELLED	002153	-	CHQ CANCELLED
3	David Murray	002154	£25.00	Grass cutting verges for Garden Weekend
3	Tom Hunter	002155	£70.00	Play Area Maintenance
4	Tom Hunter	002156	£137.40	Street Cleaning
5	HMRC	002157	£27.20	PAYE

#	Payments In	Ref	Amount	Description
1	Street cleaning Grant <b>Due</b>		£367.01	Q1 street cleansing grant
2	Footpaths Cut Grant Claim <b>Submitted</b>		£466.22	2 <sup>nd</sup> Cut 2018
3	Precept <b>Due</b>		£10,251.00	2 <sup>nd</sup> payment

6.2 **Play Area** – Cllr Kinnair reported very positive developments in the engagement of village residents with the play area via School and pre school as to what sort of equipment residents and children would like to see in the Play Area. Clerk noted email from Play Area Committee members re the removal of the skate ramp. Parish Councillors feel this should happen at the earliest opportunity. **ACTION Clerk** to reply citing Parish Council view on removal and the making good of the base.

6.3 **Footpath Warden** – Cllr Belson absent – no reports from other Councillors

6.4 **Tree Warden** – Cllr Belson absent – no reports from other Councillors

## 7 OTHER ITEMS FOR DISCUSSION

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

8.1 Report from David Murray re more holes opening up in Churchyard ground. **ACTION Clerk** email Cllr Roberts re remedial work required. Note on next agenda for formal agreement.

8.2 Falling memorial in churchyard. Member of family made it known during Gardens Weekend that they would be happy to sort this out and will be in touch. **ACTION Clerk** to let Philip Merry know and to ask if permission by way of faculty is required.

8.3 Cllr Barber presented the work Hubby Frost has been doing to document the entitlement to place more names on the War Memorial. He would like to come to the Parish Council meeting to discuss. **ACTION Clerk** contact Mr Frost to invite to next meeting.

Meeting Closed 20:30

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