



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

DRAFT MINUTES of meeting Tuesday 13th November 2018

PRESENT Cllrs. Barber, Belson, Bloomfield, Ellis, Kinnair and Roberts.

1 FIRST BUSINESS

1.1 Apologies

1.2 Councillor Vacancies – Clerk apologised to Councillors and to Nick Mecrow for omission with sending out required papers in advance and therefore that co-option would have to be postponed to next meeting.

1.3 To approve minutes of the last meeting held on the 9th October 2018, moved Cllr Belson, Seconded Cllr Barber, unanimously approved.

1.4 To receive pecuniary and non-pecuniary interests of members – none declared

1.5 To consider applications for dispensation – none declared

1.6 **Public Open Forum** – six members of the public present voicing concerns again about the plans of the Old Town Trust for the future of The Guildhall and the land behind. Members of the public strongly requested that Parish Council take lead in requesting more information from the Trust and presented to Councillors a proposed motion. Parish Councillors were of the opinion that having written to the Old Town Trust with concerns, the Trust seems to have responded by removing the property from auction pending more costings for work required. Parish Councillors advised that they might be willing to support a request for an updated Constitution that sets out the proper composition of the Trust board and the numbers required for decisions to be quorate and also for the latest set of accounts but that these requests should come in the first instance from the interested tenants with copies to the Parish Council. The Parish Council strongly advised that tenants make these requests at the earliest opportunity. **ACTION CLERK:** Contact SALC for advice. **ACTION CLERK:** Forward documentation received from Charity Commission to Cllr. Jessica Fleming who agreed to seek guidance on these from contacts at the District Council. **ACTION CLERK:** Follow up again with Secretary of Old Town Trust expressing concern at the delay in provided an updated governing document.

1.7 **County and District Reports** – Jessica Fleming presented reports which are available at on the Parish Council website at <https://www.walsham-le-willows.org/explore/governance-community/parish-council/> – These included for the County, Remembrance Sunday, Highways and Drainage Reporting Reminder, Community Transport and Suffolk's 2019/2020 Budget Consultation. And for the District, Memorial Planting, Visitor Information Points, Planning and Neighbourhood Planning.

Cllr Fred Bloomfield enquired of Jessica Fleming about **signs for defibrillator**. Cllr Fleming advised that she could probably allow some monies from her locality budget to put towards these. **ACTION Cllr Bloomfield:** To advice Clerk of costing for forwarding to Jessica.

Cllr Belson enquired about **MSDC stance on new council housing** considering news reports. Cllr Fleming advised that she had not yet heard anything but that she will be addressing this in a future report.

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

APPLICATION FOR PRIOR APPROVAL - AGRICULTURAL TO DWELLING - DC/18/04417

Proposal: Notification of Prior Approval Application under Schedule 2, Part 3, Class Q (a) and (b) of the Town and Country Planning (General Permitted Development) Order 2015 - Change of use of agricultural building to dwelling house.

Location: West Street Farm, Ixworth Road, Walsham Le Willows, Suffolk IP31 3AP

The Parish Council were of the view that whatever number of windows were replaced makes no difference to the outcome which will still be a property that looks like a barn rather than a quality residential dwelling. The Parish Council reiterates previous comments as follows: The Parish Council strongly objects to this application on the following grounds:

- Total failure to meet basic standards of good design expected of a residential building
- The building of the grain store would have almost certainly been driven by cost and suitability for purpose with no attention to quality of design or aesthetic standards
- This is an ugly, utilitarian building with no qualities deserving of conversion to a residential home
- Application is inappropriate given that the building is no longer used for agricultural purposes
- The proposed conversion would be an unmitigated eyesore

Reference: DC/18/04749 Proposal: Notification of works to Trees in a Conservation Area - Spruce (T1) Fell and American Oak (T2) Remove 2no. limbs

Address: The Priory The Causeway Walsham Le Willows Bury St Edmunds Suffolk IP31 3AB

3 PLANNING OUTCOMES

APPLICATION WITHDRAWN 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

APPLICATION WITHDRAWN 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

NO OBJECTION RAISED APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/18/04213

Proposal: Notification of works to trees in a conservation area - T1- Reduction of height of an

overgrown hedge in order to restore previous height. T2- The removal of two branches on a monkey puzzle tree. T3- Removal of branches on an ornate flowering cherry. T4- Thin small tree (species not known) T5- Thin apple tree, T6- Reduction of height to an ornate pear tree. T7- Removal of lower branches on a copper beech.

Location: Grove Cottage, Palmer Street, Walsham Le Willows, Bury St Edmunds IP31 3BZ

NO OBJECTION RAISED APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/18/0421

Proposal: Notification of works to trees in a conservation area - T1- Reduction of height of an overgrown hedge in order to restore previous height. T2- The removal of two branches on a monkey puzzle tree. T3- Removal of branches on an ornate flowering cherry. T4- Thin small tree (species not known) T5- Thin apple tree, T6- Reduction of

height to an ornate pear tree. T7- Removal of lower branches on a copper beech.
Location: Grove Cottage, Palmer Street, Walsham Le Willows, Bury St Edmunds IP31 3BZ

4 MATTERS ARISING FROM THE COUNCIL MEETING HELD ON THE 9th October 2018

- 4.1 **Community Emergency Plan** – No further progress on completion due to other commitments. Clerk suggested final collation handed to Clerk. **ACTION Cllr. Roberts:** Forward documents and guidance to Clerk.
- 4.2 **CIL bid submission** – Joint Meeting with NP group Thursday 15th November 19:00 Priory Room. **ACTION CLERK:** to chase for agenda
- 4.3 **Neighbourhood Plan** – Phil Newby noted next meetings on 15th and 29th November the latter to look at plans from other villages as a guide. The next will be a visioning meeting sometime in January hopefully to include wider village participation and to look at the plan ‘must haves’ and ‘must not haves’.
- 4.4 **Data Protection** – update - In progress
- 4.5 **SID devices** – Cllr Roberts reported one device had been configured and had been installed on pole in Summer Road. Clerk Advised second configured and ready for installation but there is no conclusion on siting. Email from The Bells suggesting that the Wattisfield Road sign be positioned on the verge by the allotments. **ACTION Cllr Roberts:** Will check if there is currently a 30mph sign there as this could probably be used. **ACTION CLERK:** Forward email to Cllr Roberts to remind him.
- 4.6 **Streetlighting conversion** – Cllr Roberts advised that this was pending due to circumstances beyond his control but that he still had it on his agenda as and when circumstances allow an enquiry to be made. **ACTION Cllr Roberts**
- 4.7 **New signage for footpaths** – In progress. **ACTION Cllr Roberts**
- 4.8 **Dog Fouling Signage** – Councillor Roberts has these and will arrange for them to be erected. **ACTION Cllr Roberts**
- 4.9 **Churchyard ground** – In progress. **ACTION Cllr Roberts**
- 4.10 **War Memorial** – Clerk reported that Hubby Frost is awaiting costings which may take a while due to workload at Saxon Monumental Craft.
- 4.11 **Traffic Regulation Orders** – Clerk put resolution agreed at last meeting back to councillors for further consideration due to possibility of creating speeding issues whilst solving parking issues. **ACTION CLERK:** To contact Highways to see if a request could be submitted for both parking restrictions and traffic calming at the same time.
- 4.12 **Grit heaps/bins** – Clerk reported that this is still in progress as signatures to the application forms have to be obtained from those residents who have been consulted.
- 4.13 **The Guildhall** – See Public Open Forum 1.6
- 4.14 **Streetsweeping** – The Parish Council are pleased that existing streetsweeper is now able to recommence his role.
- 4.15 **Donation request** - £70 (s137 payment) Children in Need – Proposed Cllr Barber, Seconded Cllr Kinnair, carried unanimously.

5 CORRESPONDENCE

- 5.1 **Letter** – Mary & Reg Bradley informing of intention to prune maple and tortured willow in front garden – Noted as directed by David Pizzey, Arboricultural Officer, MSDC
- 5.2 **Letter** - Ixworth Patients Surgery – requesting donation for events, equipment and transport. **ACTION CLERK:** To write declining to make a donation on this occasion.
- 5.3 **Letter** – Community Bus Co-Ordinator – requesting contributions toward replacement bus. **ACTION CLERK:** To write declining to make a donation on this occasion.

6 REPORTS

- 6.1 Clerk's Financial report to 31st October 2018 and request for payments. Cllr Kinnair checked the budget report to bank statements.
- 6.1.1 Cllr Kinnair proposed a motion that the internal quarterly audits are reduced to once every six months. Seconded by Cllr Ellis and carried unanimously.

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002164	£282.73	Wages
2	Admin Expenses	002165	£15.01	Stamps; Signed for postage
3	Walsham le Willows Old Town Trust	002166	£5.00	Rent for Play Area Lease
4	Suffolk Preservation Society	002167	£30.00	Subscription
5	Show Off Graphics	002168	£102.00	For dog fouling signage
6	Tom Hunter	002169	£82.44	Streetsweeping
7	Tom Hunter	002170	£56.00	Play Area Maintenance
8	CHEQUE CANCELLED	002171		
9	Children In Need (authorised in meeting and signed subsequently)	002172	£70.00	s137 Donation request from organisers of Children In Need Disco

#	Payments In	Ref	Amount	Description
1	Claimed Street Cleaning Grant		£357.18	Q2 to September 2018

- 6.2 **Play Area** – Cllr Kinnair reported that there is a meeting coming up on 22nd November and that there is a core group of energetic people who are making things happen. Some issues about being clear about who needs to bid for funds from MSDC. Play Committee have been told that this needs to be Parish Council but Clerk advised that the Parish Council are not allowed to engage in fundraising and that this needs to be referred back to MSDC with the view that the Play Council should not be penalised. **ACTION Cllr Roberts:** To attend the next Play Council meeting with Cllr Kinnair.
- 6.3 **Footpath Warden** – Richard Belson – nothing to report other than we have started to get improvements. Two new signs have appeared at The Bribery and another at the far end of footpath 1 (Hartshall Lane).
- 6.4 **Tree Warden** – Richard Belson – nothing to report

7 OTHER ITEMS FOR DISCUSSION - None

8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN

Quick discussion about the length of Public Open Forum in this meeting. Conclusion of Councillors was that the issue at hand required to be given enough time.

Meeting Closed 21:10

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