



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

DRAFT MINUTES of meeting Tuesday 8th January 2018

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

1 FIRST BUSINESS

1.1 Apologies - Cllr Fleming

1.2 Minutes of meeting held on December 11th were approved.

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 – Three members of the public present

Ian Campbell for the Sports Club explained why he thought that no contribution to the payment for the SID that will remain located on Summer Road was anticipated by the Sports Club. Parish Councillors and Clerk felt that this was never explicitly agreed that the Parish Council would not be expecting a contribution. In the circumstances Ian offered for the Sports Club to pay £500 in order to bring the matter to a close. This is in addition to half the grant that was provided by Jessica Fleming. This was accepted by the Parish Council. Ian also requested if additional brackets could be obtained (or made) in order so that indicator boards can be moved without the brackets from pole to pole. **ACTION CLERK:** to ascertain cost of additional brackets. Ian also noted concern about the proximity of the mounting pole on Summer Road to the carriageway, anticipating that this may result in the indicator boards being damaged by the wing mirrors of passing lorries. **ACTION CLERK:** to contact highways about moving post.

Cllr Mecrow noted that he had observed that cars were again parked on Summer Road whilst Sports Club car park was not full and asked Ian if this could be addressed. Ian disputed this account and advised that it is very difficult for the Sports Club to control this when there are home events that draw in large numbers from outside the village are that they is little or no scope of additional parking provision.

Ian also mentioned the Great Run Local which the Sports Club had taken on for the benefit of the village and which is drawing in 40-50 people every Sunday. There is a proposed formal opening on 2nd February. Noted by Parish Council as a great success.

Claire Higson and Adrian Rumbles asked if there was any more information on the position re The Guildhall and position of Old Town Trust. They were advised that there has been no more information that changes the position as far as the Parish Council are aware the only additional correspondence being a copy of letter to that was sent to tenants about regular annual inspection by Clarke & Simpson.

1.6 **County and District Reports** – Cllr Fleming was unable to be present and was not able to provide a full report but sent through one SCC item for the attention of Parish Councillors about consultation on the proposed changes to funding of CAB. This is available on the Parish Council website at <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

ACTION CLERK: to publicise on website, notice boards and Observer to encourage responses, particularly from individuals who use the service and would greatly miss it.

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

PARISH COUNCIL HAD NO COMMENT APPLICATION FOR PLANNING PERMISSION -

DC/18/05209 Proposal: Householder Planning Application - Erection of a double garage and workroom **Location:** Grove Cottage, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BZ **THE PARISH COUNCIL WERE IN SUPPORT OF THIS APPLICATION**

3 PLANNING OUTCOMES - None

4 MATTERS ARISING

- 4.1 **Community Emergency Plan** – Clerk clarified with Councillor Bloomfield who confirmed that all people named in the current plan had been contacted in the recent update exercise and that they were all in agreement. Clerk advised that the tidying up of the plan presentation will have been concluded by next meeting.
- 4.2 **Neighbourhood Plan** – Cllr Barber advised meetings on fourth Thursday of every month. Next on 24th January which is intended to be a ‘visioning’ meeting. See village website.
- 4.3 **Data Protection** – It was agreed to take this item off the agenda but for the ongoing attention of Clerk.
- 4.4 **SID devices** – See 1.5. **ACTION CLERK:** to endeavour to sort out issues with download of data before next meeting.
- 4.5 **Streetlighting conversion** – Cllr Ellis advised that she thinks she has managed to clear up the confusion about the identification of lamp on Badwell Ash Road (ostensibly no 84) and will advise Clerk for updating of master inventory. Councillors discussed approach to this programme. **ACTION Cllr Ellis:** to send Clerk the list of lamps identified for first round of upgrades and the updates to inventory. Clerk advised that Hepworth had replied to enquiries about how their upgrades were funded and that this was a long time ago so no-one can really remember what the costs were and how many were upgraded and when, but that Hepworth did not have to fund this directly. **ACTION CLERK:** Contact SALC and Matthew Brightly at Highways to enquire further before any local spending decisions are made.
- 4.6 **Churchyard ground** – Cllr Ellis advised that David Murray has acquired a ½ tonne bag of sand that could be used. Cllr Belson raised question of whether Parish Council should attempt to instigate further investigation of what may be going on. **ACTION CLERK:** to contact DM to ask that he liaise with Cllr Roberts re supply of sand, the cutting of churchyard grass for 2019 and related expenditure for servicing of the mower.

ACTION CLERK: contact Philip Merry for advice from Diocese and also SALC. And to check on terms of insurance.

- 4.7 **Grit heaps/bins** – Clerk advised still having trouble obtaining the signature of one of the residents who was approached for agreement. Having been five times to the residence with no result, will now write and hope to get signature that way. Cllr Mecrow offered to liaise.
- 4.8 **The Guildhall** – For information, the Parish Council has been copied into letter sent to tenants in December re regular annual inspection.

5 CORRESPONDENCE

- 5.1 Email from Karen Rolfe re Fireworks **ACTION CLERK:** Respond advising to contact environmental health.
- 5.2 Email from Voluntary Network re funding/donation

- 5.3 Email re Riparian Way Responsibilities **ACTION CLERK:** Obtain hard copies for documents offered and if we can get enough Cllr Ellis has offered to deliver these to relevant addresses.

6 REPORTS

- 6.1 Clerk's Financial report to 31st December 2018 & request for payments

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002179	£345.29	Wages
2	Clarkes of Walsham	002180	£28.51	Sand for churchyard
3	David Murray	002181	£350.00	2 nd payment churchyard grass cutting
4	David Murray	002182	£50.67	Churchyard grass cutting fuel
5	St Mary's PCC	002183	£125.00	Neighbourhood Plan Room Bookings
6	St Mary's PCC	002184	£200.00	Parish Council Room Bookings

#	Payments In	Ref	Amount	Description
1	Undisclosed donors		75.00	Donations for War Memorial

- 6.1.1 Actions requested of Clerk from Budget Setting meeting on 27th November – Clerk reported all completed apart from those that have to be actioned at end of financial year and one other.
- 6.1.2 Reserves – The reply circulated from SALC and the information supplied by Clerk and added to reconciliation was agreed as answering the queries raised by Cllr Mecrow at last meeting.
- 6.1.3 Regular Donations - review
- 6.2 **Play Area** – Cllr Kinnair reported that the Committee has not now met since Thursday 18th October which is of some concern to the Parish Council.
- 6.3 **Footpath Warden** – Cllr Belson presented a complete detailed map of public footpaths and was thanked for this. He also reported that a sizzorgate has disappeared in the vicinity of Betty's Bridge and another in vicinity of Noah's Ark requires some attention. **ACTION Cllr Barber:** to investigate as it is know that there was some work in progress in the area.
- 6.4 **Tree Warden** – Richard Belson – nothing to report

7 OTHER ITEMS FOR DISCUSSION - None

8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN

- 8.1 Notices for Christmas tree recycling - noted
- 8.2 Notices for PO reopening put up - noted
- 8.3 Rickinghall and District Community Transport – noted
- 8.4 Street sign on corner of The Street at junction with The Causeway went missing on New Years Eve. **ACTION Clerk: to report**
- 8.5 Street sign at top of Causeway also damaged, probably in car incident that demolished the BT cabinet. **ACTION Clerk: to report**
- 8.6 Puddle over drain at Four Ashes still not addressed. **ACTION Clerk:** to complain to Jessica Fleming and ask if there is anything she can do.
- 8.7 Litter Pick February? To be put on next agenda.
- 8.8 **ACTION Cllr Belson:** Cllr Belson noted the Primary School has come second in the Suffolk league tables and suggested he draft a letter of congratulation for agreement.

Meeting closed 21:25

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