



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of meeting Tuesday 10th September 2019

PRESENT Cllrs. Bartholomew, Belson, Ellis, Kinnair, Mecrow & Roberts

[Pending formal approval at the next meeting, these minutes have been informally approved by Parish Councillors as a true record. If any corrections are required these will be minuted at the next meeting prior to formal approval]

1 FIRST BUSINESS

- 1.1 Apologies from Cllr Barber were noted and accepted.
- 1.2 Minutes of the last meeting held on 13th August 2019 were unanimously approved and were signed. Both these and the minutes for the previous meeting, 10th July 2019, were signed by a second Councillor for the purposes of submission of new bank mandates.
- 1.3 Non-pecuniary interests of members – none declared
- 1.4 Applications for dispensation - none
- 1.5 Public Open Forum – three members of the public and District Councillor Meyer present.
 - Questions were put about the (now withdrawn) planning application **DC/19/02568** regarding access rights using the Avenue. Parish Councillors were unable to provide definitive answers and suggested that these questions be referred to a conveyancing solicitor.
 - Concerns raised re the smaller churchyard gateway where someone slipped on the loose gravel that spills out. Request for this to be made good as the larger Churchgate. Also concerns re getting gate open sometimes. **ACTION Cllr Roberts** to investigate and address.
 - Holes in churchyard flint wall reported. **ACTION Cllr Roberts** to inspect for repairs required.
- 1.6 County and District Reports – Report for County from Jessica Fleming not received. Report for the District from Cllr Meyer included **Grants for Home Adaptations**. The information for this and how to apply can be found on the village notice board, the website and in this copy of the Observer. Cllr Meyer also reminded Parish Councillors and Parishioners that any comment on the local plan had to be in by 30th September. Question put to Cllr Meyer re payment of s106 monies (see 4.5) and funding for parking restrictions (these have to be funded by the Parish, see 4.7).

The full reports can be found on the village website at: <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

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

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/19/04152

Proposal: Notification of Works to Trees Within a Conservation Area - Walnut (T1), Catalpa (T2) and Golden Rain Tree (T3) - up to 30% reduction all over. Hazels (T4) - Largest stems to be removed (partial coppice). **Location:** Clive Cottage, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ **THE PARISH COUNCIL DOES NOT WISH TO OBJECT**

APPLICATION FOR PLANNING PERMISSION - DC/19/04146 Proposal: Householder applicaton - Erection of single storey rear extension and lean to link extension; Alterations to conservatory to pitch roof and alterations to fenestration. **Location:** Namaste, Wattisfield

Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BD **THE PARISH COUNCIL SUPPORTS THIS APPLICATION**

3 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning)

Reference DC/19/03332 Address The Rosary Palmer Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3BS **Proposal** Notification of Works to Trees in a Conservation Area - Ash (T1) – Fell **THE DISTRICT COUNCIL DID NOT WISH TO OBJECT**

Reference DC/19/03549 Address Beech Cottage The Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3AA **Proposal** Notification of proposed works to trees in a conservation area - Walnut - Reduction of crown **THE DISTRICT COUNCIL DID NOT WISH TO OBJECT**

Reference - DC/19/02568 Proposal: Planning Application - Erection of 1no. dwelling and cart lodge. **Location:** Land Rear Of Avenue House, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ **APPLICATION WITHDRAWN**

DC/19/04084 DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal: Discharge of Conditions Application for **DC/18/05209** - Condition 3 (Agreement of Materials) and Condition 4 (Fenestration) Location: Grove Cottage, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BZ **NOTED BY PARISH COUNCIL**

4 MATTERS ARISING

- 4.1 **Development & Neighbourhood Plan** – It was decided that Parish Council would submit a response on the basis of mapping anomalies noted by Cllr Belson. **ACTION Cllr Belson** to provide response to Clerk for submission before 30th September. Clerk drew attention to circulated email re the publication of documents by Mid Suffolk confirming 5.66 year Housing Land Supply. Clerk raised the resignation of Chair of NP group which was noted with regret. Next meeting scheduled for 12th September. **ACTION Clerk** to contact group organisers to ascertain position.
- 4.2 **SID devices** – Clerk in receipt of invoice for additional batteries etc and software. Cllr Mecrow agreed to collate data from the SIDs on a monthly basis in order to help identify baseline and any trends. **ACTION Clerk** to supply data from SIDs to Cllr Mecrow. Causeway SID will be changed to bidirectional recording. Cllrs were in agreement that changing the display on the SIDs from time to time was a good strategy.
- 4.3 **Streetlighting conversion** – update – Clerk reported that tree obscuring first refitted lamp had been reported and had been acknowledged by Highways for rectification. So far only one lamp has been replaced. **ACTION Clerk** to contact Highways again for update.
- 4.4 **Bus Shelter Palmer Street** – The Parish Council extends thanks to Cllr Roberts for his generous offer of his time and the use of his own equipment to clean the bus shelters for the village. **ACTION Cllr Roberts**
- 4.5 **Community Council** – Discussed at length and it was resolved **ACTION Clerk** to send a letter to the Chair of the Community Council with regard to having received no reply to the letter of 9th August requesting an explanation of the reported changes to the Constitution and a response to concerns re financial reporting. Letter to request that this is added for discussion to the agenda of next meeting.

- 4.6 **Community Bus Funding request** – Discussed and noted that no further information has been received which would allow the Parish Council to reconsider its previous decision, but the Parish Council will of course remain open to any future approaches.
- 4.7 **Parking restrictions, Finningham Road** – Discussed at length and resolved to submit the application **ACTION Clerk** in order to ascertain the exact costs that would fall to the Parish Council.

5 CORRESPONDENCE

- 5.1 **Email re proposed development The Avenue** – noted in 1.5 (Public Open Forum).

6 REPORTS

- 6.1 Clerk's report & financial report to 31st August 2019 & request for payments

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002249	£366.67	Wages
2	CANCELLED	002250	CANCELLED	CANCELLED
3	MSDC	002251	£104.78	Parish Election Recharges (uncontested)
4	K Boardley	002252	£9.87	Expenses – postage July and August
5	K Boardley	002253	£13.20	Namesco sub for website domain
6	Tom Hunter	002254	£56.00	Play Area Maintenance
7	Tom Hunter	002255	£109.92	Street sweeping

#	Payments In	Ref	Amount	Description
1	Precept Received	0000420106	£10,425.50	2 nd payment 2019/20

- 6.1.1 External Audit Conclusion – no conclusion to date
- 6.1.2 Signatories to bank account – signature of relevant minutes signed and remaining mandates resigned for submission **ACTION Clerk** submit once ID received from **ACTION Cllr Roberts**.
- 6.1.3 Contract for Street Cleaning and Play Area Maintenance – discussed. Clerk presented letter listing current tasks carried out. No conclusion at this time. **ACTION Clerk** to obtain template contract from SALC and **ACTION Clerk** ascertain position re grant funding from SCC.
- 6.1.4 Problem Reports SCC - noted
- 6.2 **Play Area** –
- **update on expressions of interest** – Clerk reported one response so far and asked if a response should be solicited from a company that sent a circular message about this sort of work. It was agreed that **ACTION Clerk** should contact the company to see if they would want to tender.
 - **update on current position re Play Council/Parish Council relationship** – Cllr Bartholomew helpfully gave his views based on the material provided by the Clerk. Lengthy discussion with no conclusion but to be added to agenda for next meeting for further consideration.
 - **discuss tree inspection** – not discussed and carried over to next meeting
- 6.3 **Footpath Warden** – Richard Belson - nothing to report
- 6.4 **Tree Warden** – Richard Belson - nothing to report

7 OTHER ITEMS FOR DISCUSSION

None

8 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN (No decisions made under AOB)

- 8.1** Cllr Belson noted concern raised with him by Parishioner re the condition of the seat outside the Butchers shop. To be put on next agenda.

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