



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of meeting Tuesday 12th November 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 **Acceptance of apologies** – none received
- 1.2 **Minutes of the last meeting** held on 8th October 2019 were unanimously approved and were signed.
- 1.3 **Parish Councillor Vacancy** – Councillors are aware of interest from one individual but have some concerns about the number of Parish Councillors that also hold positions on the Community Council. Therefore, before proceeding with co-option Councillors wish to advertise the vacancy to see if there is any other interest. **ACTION CLERK** to advertise on notice board, website and in the Observer.
- 1.4 **Pecuniary and Non-pecuniary interests of members** – none declared
- 1.5 **Applications for dispensation** - none
- 1.6 **Public Open Forum** – 4 members of the public present. It was brought to the attention of Parish Councillors that a streetlamp on the junction of The Causeway and Grove Road was not working. This was known to Councillors as work is currently in progress on this particular lamp. It was explained UK Power Networks have to attend and neither the Parish Council nor, it seems, Highways have any control over when UKPN attend. But at least work has started on that lamp.

Some fly tipping of carrier bags full of rubbish on the Ixworth Rd was reported. **ACTION Cllr Belson** will collect and dispose of these.

- 1.7 **County and District Reports** – Both Councillors Meyer and Fleming were present and presented their reports: For County this included Cabinet changes, Recycling, School Travel Policy Review and Civil Parking Enforcement. For the District this included General Election, Haughley and Thurston Neighbourhood Plans, Free Swimming extended, Fly Tipper Prosecution and Free Recycling Talks. The full reports can be found on the village website at: <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

The Parish Council continues, along with residents, have concerns about the proposed changes to school transport. It was agreed that the Parish Council should ascertain the basis of objections by the school and endorse these with an objection from the Parish Council **ACTION Cllr Bartholomew** to contact Jackie Ridding.

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

Application DC/19/04273 Address Land West Of Wattisfield Road Walsham Le Willows Suffolk **Proposal** Submission of details under Outline Planning Application 1352/17 - Appearance, Landscaping, Layout and Scale for erection of up to 60no. dwellings –

DISCUSSION ONLY – Cllrs Roberts and Mecrow reported back on an informal meeting between residents, their advisors, and Lovell Homes, that they were invited to attend. The councillors highlighted the concerns of both local property owners and the concerns with the most recent plans regarding the footpath which must be established by the developer to satisfy the planning permission. In order to establish the footpath, the carriageway would need to be narrowed to an extent not normally permitted for the road type. This reduction raises concerns regarding pedestrian and vehicle safety. Cllr Meyer advised he had a meeting with the Planning Officer on 13th November and asked Parish Council how he could help in raising the concerns. Cllr Fleming will also try to intervene by speaking to the highways team to ensure that communications between the Parish Council, residents and the planning and highways are clear and formally recorded.

The Parish Council requested a site visit be arranged between Suffolk Highways and village representatives so that the issues raised can be discussed.

APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) -

DC/19/04796 Proposal: Application under Section 73 of the Town and Country Planning Act. DC/17/02783 as amended by DC/18/04327 without compliance with Condition 21 (Ecology) and Condition 27 (Ecology). **Location:** Land Opposite, Broad Meadow, Walsham Le Willows, Suffolk (extension until 13th Nov)

After hearing from representatives of Evolution (representing the landowner) about the outcome of a review by two ecology experts, a discussion regarding the proposed width reduction of the “bat corridor” Cllr Mecrow wished it be recorded he was not able to support the comment agreed by the Parish Council. **THE PARISH COUNCIL MADE NO COMMENT**

Application DC/19/05103 Location 44 Townhouse Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3BP **Proposal** Householder Planning Application- Erection of two storey rear extension with ground floor bay window **THE PARISH COUNCIL MADE NO COMMENT**

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/19/05138

Proposal: Notification of Works to Trees in a Conservation Area - T1 Ash - Pollard to 3m. **Location:** 2 The Causeway, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3AB **THE PARISH COUNCIL DOES NOT WISH TO OBJECT**

WEST SUFFOLK Strategic Housing and Economic Land Availability Assessment 2019

Stakeholder Consultation Because a comment was submitted on the specifics of a condition at the last meeting, **THE PARISH COUNCIL INTENDS TO MAKE NO COMMENT**

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

APPLICATION FOR PLANNING PERMISSION - DC/19/04146 Proposal: Householder application - 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 **MSDC HAVE GRANTED PERMISSION**

APPLICATION - DC/19/04263 Proposal: Householder Planning Application - Erection of a fence. **Location:** 12 Wattisfield Road, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3BD **MSDC HAS GRANTED PERMISSION**

APPLICATION - DC/19/04273 Proposal: Submission of details under Outline Planning Application 1352/17 - Appearance, Landscaping, Layout and Scale for erection of up to 60no. dwellings **Location:** Land West Of, Wattisfield Road, Walsham Le Willows, Suffolk Reason(s) for re-consultation: Please see revised plans received 25.09.2019 **AWAITING DECISION**

APPLICATION FOR OTHER DISTRICTS DEVELOPMENT - DC/19/04398

Proposal: Planning Consultation from West Suffolk Council - Their Ref: DC/19/1866 Screening Opinion for new access road and roundabout, 100,00sq m of employment floorspace, commercial/roadside uses and up to 400 dwellings and associated infrastructure, community facilities and strategic green infrastructure and landscaping. **Location:** Milton Concrete Holdings Ltd, Shepherds Grove Industrial Estate, Stanton. **AWAITING DECISION**

4 MATTERS ARISING

- 4.1 **Development & Neighbourhood Plan** Clerk reported resignation as Secretary for NP group and cancellation of meeting scheduled for 14th November due to the number of apologies received. The Parish Council discussed and is hopeful that there may soon be an initial draft plan.
- 4.2 **SID devices** – Clerk advised that both devices now recording speeds in both directions and presented a report which can now be produced on a monthly or quarterly basis. Parish Councillor's asked if some further drill down could be done and some other changes made. **ACTION CLERK** to develop a bit further and also present data in the tool supplied with the devices for comparison at the Budget Setting meeting.
- 4.3 **Streetlighting conversion** – Cllr Ellis advised that it looks like work has been completed on all but one of the first phase of LED replacements. One of these (reported in Public Open Forum) may be ongoing due to the necessary involvement of UK Power Networks. Clerk asked Councillors if they wished now to identify second phase in readiness for submission in April. It was resolved to do so. **ACTION Cllr Ellis** to bring to next meeting.
- 4.4 **Bus Shelter Palmer Street** – Power washing to be completed by **ACTION Cllr Roberts**
- 4.5 **Community Council** – The Parish Council were updated on the current position.
- 4.6 **Parking Finningham Road blind bend** – Parish Councillors have been pleased to observe that the issues have eased recently. Clerk reported no response from housing officer at Flagship Housing to either of email or telephone messages. Cllr Ellis reported back on conversations with residents that propose some very sensible ideas to help further resolve the situation. Residents feel that more space could be made in the car park to the rear if some small changes were made to make the best use of space. The Parish Council continues to wish to work with Flagship Housing to facilitate a discussion of these ideas probably by means of a joint site visit in the first instance. **ACTION CLERK** to contact Flagship Housing again to escalate the request for joint working and a response.
- 4.7 **Churchyard Gates and Wall** Clerk reported that a contractor has been contacted and is going to inspect the wall and report back on what work will need doing in the spring. **ACTION Clerk** to follow up.
- 4.8 **Bus Stop Timetables** – Clerk reported that timetable updates will be supplied, and we will be advised when revised timetables are issued.
- 4.9 **Roadside Nature Reserve** – Clerk reported that Cllr Belson has kindly agreed to accompany the officer from the RNR on her assessment visit in the spring.

5 CORRESPONDENCE

- 5.1 **Email re planting of Four Ashes triangle** This proposal and the suggestion that the Parish Council co-ordinate this by means of a Community Self Help agreement with the Highways dept. was discussed at length. The Clerk reported that enquiries had established that the Parish Council signature to such an agreement would in no way bind the Parish Council to undertake other tasks that are currently undertaken by SCC and Highways. Cllr Belson confirmed that a site visit was being arranged between himself, the resident proposing this project and the Community Self-Help Scheme officer from SCC. **ACTION Cllr Belson** will report back to the next meeting.

6 REPORTS

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

#	Payee	Chq No	Amount	Description
1	Parish Council Employee	002264	£242.46	Wages
2	K Boardley	002265	£39.82	Expenses: postage, stamps, envelopes, A4 reams x 3, ink cartridges
3	MSDC	002266	£122.40	Dog and Litter Bin Emptying, invoicing error
4	CAS	002267	£763.42	Insurance
5	ICO	DDR for info	£35.00	Annual data protection subs
6	H Reeve	002268	£171.37	Footpaths 2 nd cut 2019
7	Martineau Farms LLP	002269	£153.95	Footpaths 2 nd cut 2019
8	M Hawes	002270	£62.25	Footpaths 2 nd cut 2019
9	P Dryden	002271	£40.00	Footpaths 2 nd cut 2019
10	G Pollard	002272	£38.65	Footpaths 2 nd cut 2019
11	Tom Hunter	002273	£70.00	Play Area Maintenance
12	Tom Hunter	002274	£137.40	Street sweeping

#	Payments In	Ref	Amount	Description
1	MSDC Claimed	09/19	£373.56	Street Cleansing Grant 2 nd Qtr.

- 6.1.1 **Bank Mandates** – Clerk reported another Santander debacle. Forms obtained from Santander having checked that these were correct were submitted then re-submitted with corrections only to then be rejected on the basis that the incorrect form had been completed! The Clerk reported that a complaint had again been submitted. Santander eventually relented and has accepted the forms as submitted with an addition signature from the Clerk. Outcome is that new signatories have been accepted; new non-signing councillors have not been added to the record. The Clerk has secured another £150 goodwill payment from Santander for the inconvenience.
- 6.1.2 **Proposal from Clerk to move bank account to Unity Trust Bank** – The Parish Council unanimously agreed to this proposal. **ACTION Clerk** to submit an application for automated switch of accounts to Unity Trust Bank.
- 6.1.3 **Contract for Street Cleaning** – Discussed again and agreed that a meeting should take place between the current operative, Cllr Roberts and the Clerk. **ACTION Clerk** to set up meeting to discuss the role.

6.1.4 **Problem Reports SCC** – Clerk reported that all the reports that were delayed due to the bird nesting season need to be followed up. **ACTION Clerk**

6.2 **Play Area** –

- **Grass-cutting contract:** Clerk reported that CGM have accepted for period of 12 months commencing 1st January 2020. The current contractor has been advised. Vertas have been advised that they were unsuccessful. The Clerk also reported a request from current contractor to obtain a replacement part for the mower. This was agreed by the Clerk.
- **Play Council/Parish Council governance relationship** – The detailed advice on options received from Robert Horn were considered and it was resolved to go for option 3 which is the dissolving of the Play Council Charity with the Parish Council taking on the management directly with a revised or amended lease drawn up from the Old Town Trust for the rent of the land to the Parish Council. This move follows a successful attempt some time ago to resurrect the Paly Council committee and subsequent difficulties in maintaining that committee. This decision therefore formalises the current ad hoc arrangement for management by the Parish Council but in a way that does not compromise the statutory role and financial management of the Council. The Parish Council understands that there are still very willing volunteers to assist with the practicalities of development in line with suggestions they have solicited from village residents. It has been accepted by Parish Councillors that, as a consequence, some funding streams may not then be available to develop the Play Area, but Councillors have satisfied themselves that this should not be insurmountable.
- **Tree inspection** – Clerk reported the two options for Tree Inspections so far investigated. Cllr Belson suggested that the Clerk contact another local contractor to see if they would be willing to take it on. **ACTION Clerk.**
- **Removal of shelter** – this has finally been completed

6.3 **Footpath Warden** – Cllr Belson reported back the response from SCC that the missing gate at footpath 1 is the responsibility of the landowner and has not been removed by Highways. It will not be replaced as no farm livestock is involved. The signage for the footpaths to advise that they are not for use by people on horseback is to be erected at the beginning of December. **ACTION Cllrs Belson and Roberts.**

6.4 **Tree Warden** – Richard Belson – nothing to report.

7 OTHER ITEMS FOR DISCUSSION

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

MEETING CLOSED AT 22:10

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