



WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of meeting Tuesday 14th January 2019

PRESENT Cllrs. Arbon, Bartholomew, Belson, Ellis, Kinnair, Mecrow & Roberts. Cllr Meyer for the District.

[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** – Jessica Fleming, apologies unanimously accepted.
- 1.2 **Minutes of the last meeting** held on 26th November 2019 (proposed RB, seconded NM) and 10th December 2019 (proposed AE, seconded IB) were unanimously approved and signed.
- 1.3 **Parish Councillor Vacancy** – Clerk advised that Paul Arbon had signed and returned the declaration of eligibility. His co-option to the Council was proposed by Cllr Belson and seconded by Cllr Ellis and carried unanimously. Cllr Arbon signed the Declaration of Acceptance of office which was countersigned by two members and the Clerk.
- 1.4 **Pecuniary and Non-pecuniary interests of members** – none declared
- 1.5 **Applications for dispensation** - none
- 1.6 **Public Open Forum** – no members of the public present.
- 1.7 **County and District Reports** – Councillors Meyer presented his report for the District and took questions. The report covered, MSDC budget, Council Tax Fraud, Needham Lake Visitor Centre, Recycling Campaign, Local Projects Funding Boost, Planning Enforcement and Support for Citizens Advice. The full report can be found on the village website at: <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

Cllr Meyer advised his absence in advance for next meeting. Parish Councillors had questions for Cllr Meyer on the appointment of the new planning enforcement officer.

Clerk asked if there were any approved methods for disposing of arisings from street sweeping. Cllr Meyer is to investigate this and to see if the current bin can be replaced for one which can be tipped into the collection truck.

Cllr Meyer asked about the damaged fencing to the bridge outside Clarkes and that outside The Coopers. It was thought that Clarkes took responsibility for repairing the bridge near their entrance as it was often traffic to their site which caused this; It was thought that the bridge outside The Coopers was probably a SCC highways responsibility. **ACTION Clerk** to write to Clarkes and report to SCC.

Cllr Ellis raised issue of damaged pipe in a ditch at Grove Road. Thought that this would be a landowner responsibility but **ACTION Clerk** to report to Highways in first instance. **ACTION Cllr Ellis** to send images to Clerk for reporting.

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

No new applications.

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

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 **PLANNING PERMISSON REFUSED BY MSDC**

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 – **AWAITING DECISION**

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) **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**

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 **Re-Consultation request – Revised Plans AWAITING DECISION**

Application DC/19/05262 Address Land West Of Wattisfield Road Walsham Le Willows Suffolk **Proposal** Discharge of conditions application for 1352/17 - Condition 5 (Footway) **Extension granted for consideration of endorsement of Munro Consulting Report submitted by interested resident – Discuss AWAITING DECISION**

4 MATTERS ARISING

- 4.1 **Development & Neighbourhood Plan** Cllr Roberts updated the Council. Hopefully the February meeting will go ahead as planned.
- 4.2 **Streetlighting conversion** – Cllr Ellis proposed an inventory for Phase II costing. **ACTION Clerk** to obtain quotes from multiple sources to include a solar option as suggested by Cllr Arbon.
- 4.3 **Community Council** – Cllrs Ellis and Bartholomew updated the Council on the current position.
- 4.4 **Parking Finningham Road blind bend** – Cllr Bartholomew advised reply from Flagship was received with prompting who advised they had already sent someone out to the site before Christmas rather than arranging a joint site visit as was requested. Cllr Bartholomew to follow up with Andrew Long, Regeneration Manager at Flagship.

- 4.5 **Four Ashes Triangle** – Cllr Belson reported that the application form has been sent which has been acknowledged. A formal acceptance is expected soon detailing the next steps.
- 4.6 **Churchyard Tree Work** – Clerk advised the second quote. ACTION Clerk to accept quote from Wheeler Tree and Woodland services subject to receipt of confirmation of public liability insurance being held.

5 CORRESPONDENCE

Gardens Weekend re bulb planting and stream clearance – The Parish Council is pleased to enthusiastically support this initiative and discussed the obtaining of consents of Riparian owners but it was felt that from past experience this was pretty impractical and very time consuming and that Gardens Weekend Committee should just go ahead with the improvements suggested to Parish Council. ACTION Clerk to advise.

6 REPORTS

- 6.1 Clerk's report & financial report to 31st December 2019 & request for payments authorised as follows [all payments by direct bank transfer unless otherwise indicated]:

#	Payee	Type	Amount	Description	
1	EACH	DIRPYT	£40.00	Payment Reauthorisation as below for unpaid cheques × 2284 and × 2281	
2	Mid Suffolk CAB	DIRPYT	£40.00		
3	Clarkes of Walsham	DIRPYT	£19.44	Post mix	
4	St Mary's PCC	DIRPYT	£150.00	Priory Room Hire	
5	Kevin Boardley	DIRPYT	£16.79	Namesco, reserved website domain name	
6	Kevin Boardley	DIRPYT	£7.32	Expenses (postage)	
7	Parish Council Employee	DIRPYT	£472.47	Wages	
8	Tom Hunter	DIRPYT	£56.00	Play Area Maintenance	
9	Tom Hunter	DIRPYT	£114.96	Street sweeping	
10	CAS	DIRPYT	£763.42	× 002267	Payment Reauthorisation for unpaid cheques from November & December returned as 'Account Closed' or cheques returned unrepresented - due to account switching issues
11	Suffolk Accident & Rescue Service	DIRPYT	£40.00	× 002279	
12	Ladywell Accountancy Services	DIRPYT	£48.00	× 002287	
13	David Murray	DIRPYT	£46.73	× 002290	
14	David Murray	DIRPYT	£350.00	× 002289	
15	David Murray	DIRPYT	£100.00	× 002288	
16	GeoXphere Ltd	DIRPYT	£42.00	× 002291	
17	Headway	DIRPYT	£40.00	× 002280	
18	Tom Hunter	DIRPYT	£56.00	× 002285	
19	Tom Hunter	DIRPYT	£164.10	× 002286	

#	Payments In	Ref	Amount	Description
1	MSDC Received	09/19 0000342525	£373.56	Street Cleansing Grant 2 nd Qtr.
2	MSDC Submitted	12/19	£373.56	Street Cleansing Grant 3 rd Qtr.

- 6.1.1 **Bank Mandates** – Clerk proposed that the Santander deposit account to be closed and the balance including interest transferred to the Parish Council’s new deposit account with Unity Trust Bank. Proposed by Cllr Kinnair and seconded by Cllr Ellis, carried unanimously. The mandate authorising this was duly signed. The Clerk reported on the current position about the mess made by Santander of the switching the current account to First Unity Bank. There has already been an acknowledgement of the poor service, yet again, and it is hoped that another goodwill payment will be obtained. Letters of apology have also been promised for each of the payees. The Clerk is also seeking recompense for charges where levied by the payee’s own banks.
- 6.1.2 **Contract for Street Cleaning** – Cllr Roberts and the Clerk updated on the meeting. **ACTION clerk** to investigate machinery for path sweeping and arrange demonstrations with the current operative. **ACTION Cllr Arbon** to forward possible supplier companies to Clerk
- 6.1.3 **Costings for bench, picnic bench and bus shelter** – Clerk advised that application for Locality Award application has been submitted just before Christmas.
- 6.1.4 **Website domains** – Clerk advised that the domain had been retained as per instructions.
- 6.1.5 **Problem Reports SCC** – Clerk advised only chase was for street sweeping which has now been done but with issues of chippings dumped at Betty’s Bridge and now blocking the ditch. **ACTION Clerk** to investigate and report to SCC. Cllr Meyer is also investigating and will report back.
- 6.1.6 **Set Budget** – Budget was reconsidered with all Councillors present and was reviewed slightly in the light of current spending commitments and proposed capital expenditure. The budget was set at £24,149, proposed by Cllr Belson, seconded Cllr Bartholomew and carried unanimously. Further to the meeting held on 26th November 2019 it was agreed to remove categories for PAYE and non churchyard tree surgery. It had already been agreed to remove categories for VAT on expenditure and rebate, the transfer to reserves. The budget for Closed Churchyard, Wall and Trees was increased to £1000. The main spending priorities for the Council for the coming year will be the development of the Play Area, upgrade of Streetlighting and the Neighbourhood Plan, with provision also for some possible capital expenditure for Street Cleaning.
- 6.1.7 **Set Precept** – Set at £21,649, proposed by Cllr Bartholomew, seconded by Cllr Belson and carried unanimously. This represents an increase of £798 on last year’s precept.
- 6.2 **Play Area** –
- **Play Council/Parish Council governance relationship** – Cllr Kinnair provided an update on situation and his research into next steps. Clerk referred to email response from Robert Horn. It was agreed that first step is to seek to obtain transfer of bank balance to the Parish Council. **ACTION Clerk** to contact current Trustee, Joe Jesney, to advise that Parish Council is contacting the current signatories [**ACTION Cllr Kinnair** to advise these to Clerk] to request that a signed a joint instruction to effect this is drawn up and taken into the current bank by the signatories and the current Trustee. The transfer of ownership of Play Council assets will be considered at the next meeting.
 - **Tree inspection** – Clerk advised that this is booked with EWP consultancy and due to be carried out anytime on or after 13th January.
- 6.3 **Footpath Warden** – Cllr Belson proposed that a notice is put into the Observer re use of footpaths by horse riders, unanimously agreed as follows: “Signs have been positioned on some footpaths to remind horse riders that these are Public Footpaths rather than

Bridleways and as such riders on horseback have no Right of Way. Problems occur when horses cut up the surface of the paths making it very difficult and unpleasant for walkers.”

6.4 **Tree Warden** – Nothing to report.

7 OTHER ITEMS FOR DISCUSSION

7.1 **Representation from Power for People** – as discussed at previous meeting this request was not considered applicable for Walsham.

7.2 **Quote received for Churchyard Tree Work** – dealt with above under 4.6

7.3 **Spring Litter pick** Clerk noted this was due. February litter pick to be co-ordinated by Cllrs Mecrow and Roberts and will take place on February 22nd and 23rd with waste collection to be organised for Thursday 27th.

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

Clerk asked about the letter from BMSDC Communities re the delisting of the Six Bells as an asset of Community Value. A view was arrived at which will be formalised at the next meeting.

MEETING CLOSED AT 21:15

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