



PARISH COUNCIL OF Walsham le Willows

Minutes of the meeting held on Tuesday 13th October 2020 commencing at 7.00 p.m. **Online via Zoom due to Coronavirus restrictions. Members of the public were able to join the meeting to observe or make representations by using the following credentials:**

<https://us02web.zoom.us/j/81066191591?pwd=eS96dTZZOTd3allHTEINVitPSFQ0dz09>

Meeting ID: 810 6619 1591 **Passcode:** 073441

[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]

PRESENT Cllrs. Arbon, Bartholomew, Kinnair & Roberts. Cllrs Fleming & Meyer.

1 FIRST BUSINESS

1.1 **Acceptance of apologies** – Clerk advised apologies from Cllr Ellis (who had advised she may join later) and Cllr Mecrow; both were accepted. Cllr Belson did briefly join the meeting but there were some technical difficulties that could not be resolved which meant that he was not present for the meeting.

1.2 **Minutes** of the meeting of held on 8th September 2020 were unanimously approved.

1.3 **To receive pecuniary and non-pecuniary interests** of members, none declared.

1.4 **To consider applications for dispensation**, none required.

1.5 Public Open Forum

- A member of the public (MW) spoke to his email (and agenda item 5.1) re concerns about the letter that residents have received about the construction of a footpath with road narrowing and traffic calming from contractors associated with Lovells and the Wattisfield Road development and his assertion that “these plans have not previously been in the public domain”. Parish Councillors answered his questions as best they could but felt that there was nothing new or unexpected. The Parish Council reassured that this concerns had all been discussed at length and addressed within the planning process as far as was possible, however unsatisfactory the outcome. Cllr Roberts sent some documentation which he felt would answer a lot of the questions. MW advised that he would read through and come back if he still had concerns that he felt were unanswered. He left the meeting at approx. 19:20
- In the light of a district wide MSDC review of Sports and Leisure Facilities which might provide some opportunities, Ian Campbell presented, along with Cllr Meyer, the thinking on the future of the Sports Club which Cllr Meyer described as one of the most successful in the District. Cllr Meyer was keen to have a conversation with the Parish Council about its role vis a vis the place of the Sports Club in the Community. The club may be reaching the limits of what can be achieved with a team of volunteers. Bar income has been affected by the Corvid crisis, but it is hoped this will be temporary and the ‘downtime’ has been used for some refurbishments that allow for the possibility for more catering. There are concerns that the Sports Club is well utilised at weekends but not nearly so well during the week. There were thoughts about possible relocation of the school in the longer term in the light of future housing development in the village. A thought was that a school closer to the sports club could benefit both and the village. It

is thought from informal soundings that there is demand for more facilities at the club. The possibility for franchising certain activities has been discussed. Councillors raised concerns about possible competition between 'hub' spaces in the village which would need to be co-ordinated to ensure that all needs were served and felt that a formal consultation exercise should be carried out to ascertain demand. It was noted that the Neighbourhood Plan group will of course be looking at Sports and Leisure as a strand of the plan and would also be consulting widely on all aspects. Councillors were not sure what the role of the Parish Council would or should be in the future of the Sports Club other than being very appreciative of the benefits that the Club brings to the Community and supportive in whatever way it can be of anything that will ensure the Sports Club continues to thrive. Cllr Meyer is intending to push hard for the Club when he meets with MSDC. Cllr Fleming indicated her support for whatever transpires and noted that there will be funding coming through for 'Leisure and Fitness' initiatives.

- 1.6 **County and District Reports** – Cllrs Jessica Fleming & Rick Meyer presented their respective reports and invited questions and the full reports can be found on the village website at: <https://www.walsham-le-willows.org/explore/governance-community/parish-council/>

Cllr Meyer noted the good news of the imminent consultation on the Local Plan to be completed by the end of the year for implementation at the beginning of 2021. This will greatly assist the Neighbourhood Plan group in its work.

Cllr Bartholomew asked Cllr Fleming how she had responded to those people in the village complaining about traffic speed on the Finningham approach road into the village. The Clerk explained where things had got to in discussion with Highways re the possibility of a SID. Cllr Fleming offered to attend a site visit to try to identify a location as she thought that this had already been applied for. It was explained that the Highways guidelines make this look a very unlikely proposition and that the Clerk had been trying to engage them in a dialogue without success, rather than going through the standard application process only to have the location rejected. Also, the state of play on considerable potential costs to the Parish Council of having the 30mph limit moved out which may also provide a length of straighter road along which the location of a speed indicator device might be accepted. ACTION Clerk to liaise with Councillors and Cllr Fleming re a mutually agreeable date to hold the site visit.

Cllr Fleming will also look at the hedge /pavement on The Causeway [agenda item 4.6] during same site visit.

Cllr Bartholomew requested that agenda item 7.1 was brought forward for discussion with Cllr Meyer. The advertisement in the Hexagon for the continuing activities of the Walsham 200 Club was raised. The ad appeared to publicise different beneficiaries to those originally advertised by the promoters including the removal of Play Area amongst these. Concerns were raised by Parish Councillors about how this cash draw is being run and if it was licenced. Cllr Meyer was under the impression that the scheme had no licence with MSDC. ACTION Cllr Meyer to confirm and ask for advice from the licencing authority if that is the case.

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

Pre-Application Notification - new grain store at Four Ashes (email previously circulated)
NOTED

Application 1357/17 – Wattisfield Road Development – Non-adherence to agreed transport plan despite previous complaints from Parish Councillors and parishioners. **The Clerk noted that these breaches had been reported by Parish Councillors and Cllr Meyer. A response is awaited.**

Application DC/20/02434 Erection of 1no. two-storey dwelling including parking areas and landscaping | Land To Rear Of Holmwood The Street Walsham Le Willows Suffolk **It was not clear why this application had again appeared in the planning portal for Walsham Le Willows as a response had already been given. ACTION Clerk to enquire of planning dept. and liaise with Parish Councillors accordingly.**

Application Reference DC/20/03342 Address Porters House Farm West Hall Road Rickinghall Inferior Diss Suffolk IP22 1LY **Proposal** Full Planning Application - Erection of 1No dwelling (following demolition of existing) including sewage treatment plant; Erection of detached cart lodge with room over and improved vehicular access to highway. **Similarly, it was not certain that this application was for Walsham Parish Council to comment on. ACTION Clerk to enquire of planning dept. and liaise with Parish Councillors accordingly.**

APPLICATION FOR PLANNING PERMISSION - DC/20/04323 Proposal: Householder application - Erection of single storey side and two storey rear extension (following demolition of existing rear extensions). Demolition of garage on South boundary. **Location:** East Cottage, Badwell Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BT **THE PARISH COUNCIL MADE NO COMMENT**

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

Proposal & Location of Development - Application Reference: DC/20/03436:
Application for approval of reserved matters following outline approval DC/19/01250 and subsequent appeal APP/W3520/W/19/3242243. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Access, Appearance, Landscaping, Layout and Scale for the erection of 1No dwelling. **Environment Impact Assessment Application was not submitted.** Rookery Barn, Rookery Lane, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BD **RESERVED MATTERS APPROVED BY MSDC**

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/20/03507
Proposal: Notification for works to trees in a Conservation Area - 2no Italian Cypress - Fell
Location: The Priory, The Causeway, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AB
MSDC DID NOT WISH TO OBJECT

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/20/03554
Proposal: Notification for works to trees in a Conservation Area - 1no Walnut - Fell (Moribund, safety reasons) 1no Western Red Cedar - Fell (Moribund, safety reasons) 1no Ash - Remove (Dead) **Location:** 6 The Causeway, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3AB **MSDC DID NOT WISH TO OBJECT**

4 MATTERS ARISING

- 4.1 **Development & Neighbourhood Plan** – Cllr Belson not present to update. It is assumed that there is a meeting on the 15th. NP group representatives were invited to this or November Parish Council meeting.
- 4.2 **Streetlighting conversion update** – Clerk advised that phase II upgrades completed apart from one with remaining overhead power issues. Clerk suggested that the Parish Council identify the lamps for phase III prior to the November budget meeting and that if funds allowed commission this phase without delay. Cllrs unanimously agreed.
- 4.3 **Community Council** – Cllr Bartholomew reported that an ad had been placed for a collator and printer for the Observer; the Community Council is looking at the viability of outsourcing this. Memorial Hall continues to be used for events on Tuesdays, Wednesdays and alternate Thursdays. The kitchen is almost finished and it is hoped to have it up and running by next weekend.
- 4.4 **Finningham Road blind bend – traffic speed** – The decision taken by email to include a second survey with the already approved first survey to take advantage of a 65% discount over doing these separately, was unanimously approved. The Clerk reported that the request for the traffic surveys had been submitted and was in hand.
- 4.5 **Finningham Road blind bend – parking issues** The Clerk referred to the report previously circulated by email which will be published on the village website. Having considered the report, Councillors were of the opinion that despite exhaustive efforts, the attempts to try to create more parking space by various methods had reached the end of the road, mainly due to the prohibitive costs which would have to be borne by the Parish Council and funded through the Precept (Council Tax). To be removed from Matters Arising.
- 4.6 **Hedge and debris on The Causeway** – The Clerk appraised Councillors of email correspondence with Cllr Fleming requesting her help to get a dialogue going with Highways about this having had the problem report closed, an officer having deemed the path to be clear and which did not properly address the issues raised or provide the information that was promised. Cllr Fleming to view the issues at site meeting to be arranged by Clerk.
- ACTION**
- 4.7 **Fishponds Lane Footpath** - Clerk advised that, still having received no response, we had now been referred directly to the West Area Rights of Way Team. The Clerk emailed them earlier today and is awaiting a response, but it has been implied that they may be able to help us with this. Cllr Roberts had noted that what looks like 4-wheel drive tracks had appeared up and down Fishponds Lane in the last week or so.
- 4.8 **Churchyard chipping slippage** –Cllr's Arbon and Roberts reported that this seemed to be under control with the action that had been taken to pull the surface chipping back away from the gate and with churchwardens attending to this regularly. No further action at this stage and remove from Matters Arising.
- 4.9 **Planning system changes Consultation** – Clerk reported that Parish Council observations had been submitted to Cllrs Fleming and Meyer and directly to the two consultations. Remove from matters arising.
- 4.10 **Email re listing assessment of War Memorial consultation** –Clerk reported that reply submitted to advise the Parish Council not aware of anything else which needs to be documented. Remove from Matters Arising.
- 4.11 **Maintenance of Assets: Actions**
- Clerk Parish Council advised Parish Council Shed roof has been re-felted, invoice to follow. Woodworm treatment to be applied this week or next.

- Cllr Ellis village sign – no update
- Cllr Roberts/Ellis Bus Shelter – no update
- Cllr Roberts SIDs – no update

5 CORRESPONDENCE

- 5.1 **email re Wattisfield Road development transport plan breaches** – [See agenda item 2] Cllr Meyer reported that he had not heard back from planning since the site visit was made. ACTION Clerk to email the contact in planning to ask what enforcement action will be taken as was indicated would happen if there were further breaches.
- 5.2 **Establishing / Improving Wildlife Corridors** – ACTION Clerk to run by Cllr Belson after the meeting for his view.

6 REPORTS

- 6.1 Clerk’s report & financial report to 30th September 2020 & request for payments. The summary of payments has been signed digitally against invoices, or otherwise authorised, by Councillors Belson and Roberts pending wet signature at later date.

#	Payee	Amount	Description
1	Parish Council Employee	£342.15	Wages
2	Zoom	£14.39	Subscription
3	WleW Old Town Trust	£5.00	Rent
4	PlaySafety Ltd	£94.80	Play Area Annual Inspection
5	CGM Group	£180.00	Play Area Grass Cutting

#	Payments In	Ref	Amount	Description
1	SCC Received		£10,824.00	2 nd Precept Payment

- 6.1.1 **Problem Reports SCC** - nothing to report other than those items mentioned elsewhere
- 6.1.2 **Website accessibility regulations (Government websites)**– Clerk advised that a website accessibility statement had been written and published on the website which assessed a ‘disproportionate burden’. An accessibility plugin has also been added to the functionality on the website. At some point will possibly look at pdf files of minutes to ensure they are accessible and ensure that those going forward are ‘accessible’. Parish Councillors unanimously approved this statement which had been previously circulated.

6.2 Play Area

- **Play Council/Parish Council governance relationship** – Clerk proposed that the final, independently examined accounts be approved. Unanimously approved. Clerk reported on position with legal advice for the Parish Council with regard to any obligations under charity law related to surrendering the lease for the Play Area land (even though we are given to understand that neither this lease or the document purporting to extend it was properly registered with the Land registry meaning that there is no lease to be surrendered (also to be confirmed by legal opinion). Ellison’s in Bury St Edmunds have been asked for a quote the cost of this legal opinion which it is hoped will be received within a couple of weeks.
- **Hedge cutting** Clerk advised that his had been confirmed as completed. Cllr Arbon also confirmed that it was a good job. Invoice to follow.

- **Play Area Maintenance** – on hold following resignation of the streetsweeper who performed both roles. Agenda stated that the exact role and advertisement needed to be decided but following the meeting there was some misunderstanding, probably not helped by the agenda, as to the distinction Parish Councillors may be making in how the ‘village/play area maintenance’ and ‘streetsweeping’ roles will be filled in the future.

There was a discussion about advertising for people with specific skills who might help out voluntarily with some of the **practical maintenance work at the Play Area** and maybe elsewhere in the village. Cllr Arbon proposed an advertisement to ask people with maintenance skills to come forward on a voluntary basis to support the existing volunteers. Cllr Arbon to co-ordinate. This was unanimously approved.

ACTION clerk to draft ad for website and Observer.

Requirements for the street sweeper role still to be defined.

- **ROSPA Inspection** – No red traffic lights. Some amber. Hopefully, people will come forward to help rectify these.

6.3 **Footpath Warden** - Cllr Belson absent due to technical issues

6.4 **Tree Warden** – Cllr Belson absent due to technical issues

7 **OTHER ITEMS FOR DISCUSSION**

7.1 **Recent Ads appearing about the ongoing functioning of the 200 Club** [see agenda item 1.6]

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

8.1 **2021/22 Budget** – Clerk advised that this will be updated with data to end October and with projections to end of year and circulated within the next couple of weeks. **ACTION** Cllr Bartholomew confirmed that he would look at the template and advice and changes required.

Meeting closed 21:21

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