



## PARISH COUNCIL OF Walsham le Willows

**Minutes** of the meeting held on Tuesday 10<sup>th</sup> November 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/86478512697?pwd=MzdjM3M2NWJVbHZSc0k0akdrYVZrZz09>

**Meeting ID: 864 7851 2697      Passcode: 943414**

[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, Belson, Ellis, Kinnair, Mecrow & Roberts. Cllr Meyer for the District. [Cllr Arbon joined just after the start of the meeting]. Three members of the public present.

### **1 FIRST BUSINESS**

- 1.1 **Acceptance of apologies** – none received
- 1.2 The minutes of the meetings held on 13<sup>th</sup> October 2020 and 28<sup>th</sup> October 2020 (special meeting) were unanimously approved with one adjustment to the wording on those for the 28<sup>th</sup> to remove the name of a parishioner.
- 1.3 **To receive pecuniary and non-pecuniary interests** Cllrs Bartholomew and Ellis declared a non-pecuniary interest about agenda item 4.1.
- 1.4 **To consider applications for dispensation** – dispensations were granted for Cllrs Bartholomew and Ellis.
- 1.5 **Public Open Forum**

### **Wattisfield Road development**

Parishioner Michael Wild noted a difficult conversation with Paul Scarff, Planning Compliance Officer at MSDC, re the blocking of access to residences by site vehicles to the Wattisfield Road development where contractors are competing for parking space and there appears to be no co-ordination by the site manager of contractors who are arriving at site seemingly not knowing who the site manager is. Mr Wild also noted six attempts to call planning at MSDC about this, which were cut off, a call to the MSDC helpdesk which was cut off and to whom he got through to on the second attempt and was put through to Paul Scarff. Mr Wild was told that the situation was not helped because contractors (instructed by Lovell's) had erected signage in the wrong places, causing site traffic to take the incorrect route, something Mr Scarff had by this point been aware of for some weeks after complaints were submitted from residents, Parish Councillors, district councillor and the clerk.

Simon Bailey for MSDC Planning kindly attended the meeting to discuss and firstly apologised for the lack of timely responses from planning enforcement. He advised that he would be speaking with the compliance officer, Paul Scarff, first thing in the morning and that the red signage that should have been erected to direct traffic away from the non-approved route, but was erected to do exactly the opposite, had been removed. He advised the yellow signage directing traffic to the site was being dealt with.

With regard to issues raised about the general management of the route traffic takes to the site in the light of the road closure and other site related works taking place, Simon Baily acknowledged that this needed better co-ordination by Lovell's who should be ensuring compliance with the transport plan.

Cllr Mecrow asked if these issues constituted a breach of the transport plan and was advised by Mr Bailey that evidence is needed for any breaches before MSDC can act. The Clerk noted that when he spoke with Mr Scarff and evidence was mentioned, rather unhelpfully the precise requirement regarding admissible evidence was not communicated. This is for a dated photograph showing company name on the vehicle and/or number plate. The Clerk clarified further, and it was advised that ideally the date should be embedded within the image (not something many people will manage even if their camera offers this feature). The point was made that the date of capture is embedded in the file data for captured images on any camera.

The Clerk also noted as feedback for Simon Bailey to planning enforcement that sending out emails that clearly raise expectations that enforcement action will be taken, only to experience fast back pedalling on this when issues are pursued, is not helpful to the Parish Council in managing complaints from residents as it is clearly misleading.

Mr Wild noted that the new path had been built around an existing telegraph pole which should have been removed. Simon Bailey advised that this is matter of co-ordination between BT and the developers and that it would be removed at some point and the path made good.

Cllr Mecrow asked if there would be any check that the widths of pavements and road have been correctly installed as per the plan as parts of the road were unquestionably dangerous, especially opposite Post Mill gardens where these are particularly narrow. Cllr Meyer noted that he was aware that there is a requirement for a Level 3 safety inspection so would also be expecting Highways to do this.

In terms of enforcement Simon Bailey advised that the enforcement team has increasingly limited resources and are dealing with large numbers of cases at any one time so must prioritise their responses.

### **Neighbourhood Plan**

Suzi Martineau spoke about the progress the Neighbourhood Plan group have been making over the last year and thanked the Parish Council for their support and for funding of costs for the meeting venue. And that the housing consultation had provided some good data that would feed in directly into the Neighbourhood Plans as they may work in future under the recent changes proposed by central government. The group is strategising in the light of the recent government proposals and information from the housing consultation mapping where residents would like to see development and where not, will be key and will inform us on what may become the potentially revised quota requirements. It is planned to co-ordinate the finalisation of the Neighbourhood Plan so that it links in with the finalisation of the Local Plan. This will deliver the greatest longevity before review is required.

Cllr Meyer cautioned that under the current Local Plan, Walsham le Willows escaped relatively lightly compared to villages like Thurston. It is looking like the 90 units of housing required by the current plan over the next 16 years are largely fulfilled by the existing two developments on Wattisfield Road but that the recent central government proposed changes to the rules, if they are implemented, will require an extra 200 units per annum across the district, part of which Walsham may be expected to accommodate.

Cllr Meyer again reiterated the importance of getting an effective Neighbourhood Plan in place as proposed developments in Mendlesham, amongst others, have been successfully rejected on the basis of accepted Neighbourhood Plans. This again is of course subject to any changes in the law around this.

Suzi Martineau noted the impact of the pandemic on housing need and how this might impact the development of the Neighbourhood Plan and that Cllr Ellis is involved in joint discreet consultations with the Neighbourhood Plan group. Looking forward to the lifting of lockdown, advice and support from the Parish Council on this would be most welcome.

### **Wildlife Corridors**

In a not unrelated point about the consultation on Wildlife Corridors Cllr Belson made the point the consultation was difficult to respond to as it was not clear of the scale that was envisaged, whether between one wood and another right up to between one valley and another. **ACTION** Cllr Meyer was unable to advise but said that he will ask the questions. His impression was that this was seen as a cumulative effort with lots of small initiatives cumulatively contributing.

Cllr Mecrow made the point that with the end of EU membership the payments farmers receive will change significantly. With the emphasis progressively moving toward the support of environmental schemes and away from "production led payments". The changes represent a huge change in emphasis for UK agriculture, they may well drive the change in policy surrounding wildlife corridors.

Suzi Martineau noted the efforts of Suffolk Wildlife Trust and Wild East in this regard which are aiming to get landowners, including households, to dedicate 20- 30% of their land to re-wilding. Also the intent to explore this within the new Neighbourhood Plan model not only to share across NP areas to assist in creating a patchwork of re-wilded areas but also to focus on food resilience with land managers.

<https://www.independent.co.uk/environment/rewilding-east-anglia-wildeast-project-bison-lynx-beaver-reintroduction-uk-a9620696.html>

- 1.6 **County and District Reports** – Cllr Fleming was not in attendance. Cllr Meyer referred to his report which had been circulated and highlighted the resumption of the Home But Not Alone support number and the imminent finalisation of the Local Plan which is being reviewed in committee this month and hopefully be out for consultation in December. 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 that on application DC/20/02434 his understanding was that the space for parking was considered to be adequate.

Cllr Belson asked if the changes to requirements on ecology since the Broad Meadow site was given planning permission would have any impact on the number of houses deemed appropriate. Cllr Meyer noted that given the stage the application is at in the process that there should be space to consider this.

Cllr Mecrow referred to his email re the position of the 30mph zone in relation the Wattisfield Road development site entrance given that part of the northern end of the development lies outside the zone although the entrance is inside but within 200 meters.

**ACTION** Cllr Meyer advised he would raise with SCC Highways.

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

### **APPLICATION FOR PLANNING PERMISSION - DC/20/02434**

**Proposal:** Full Planning Application - Erection of 1no. 3bed two-storey dwelling including parking areas for two spaces and landscaping **Location:** Land To Rear Of Holmwood, The Street, Walsham Le Willows, Suffolk **Reason(s) for re-consultation:** Plans submitted 26/10/20

**THE PARISH COUNCIL OBJECTED** based on comments previously made on 22nd and 29th September which are still valid. In addition, the Parish Council questions the scale on the drawing indicating enough space for the parking for two cars and the fact that using this space for parking would block resident access to the proposed dwelling.

**Application. No: DC/20/04541** For works to trees in a Conservation Area -Reduce canopy by 3m to 1No Beech Tree due to close proximity to dwelling and driveways. **Location:** Riverside Cottage The Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3AZ

**THE PARISH COUNCIL MADE NO COMMENT**

### **PLANNING APPLICATION: DC/20/04630 Land West Of Wattisfield Road Walsham Le Willows Suffolk x 2**

- **APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/20/04630 Proposal:** Application under S73 of Town and County Planning Act for approved DC/19/04273 dated 19/02/2020 - to vary Condition 2 (approved plans and documents) to facilitate increase in affordable provision from 21 to 31. Twin garage omitted and provision of sheds in rear gardens with amended fence/gate positions to plots 29 and 30. Updated site plan to show omission of twin garage and the alteration of tenure types from Market to Affordable to plots 27, 28, 29, 30, 37, 38, 54, 55, 56 and 57. As per drawings and documents submitted 17/10/2020. **Location:** Land West Of, Wattisfield Road, Walsham Le Willows, Suffolk  
**THE PARISH COUNCIL NOTED**
- **Application 1357/17 – Wattisfield Road Development** – Non-adherence to agreed transport plan despite previous complaints from Parish Councillors, District Councillor, Clerk and parishioners. Decide next steps regarding outcome of discussion with Paul Scarff and Clerk’s summary of that discussion circulated by email. **SEE ABOVE UNDER 1.5**

**APPLICATION FOR PLANNING PERMISSION - DC/20/04960 Proposal:** Householder Planning Application - Erection of 4bay cartlodge, 4 bay garage and **storage** outbuilding. Location: Sunnyside House, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BJ **THE PARISH COUNCIL SUPPORTED THIS APPLICATION**

**APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/20/05031 Proposal:** Notification for works to trees in a Conservation Area - 1no Willow - Reduce by 50% 2no Beech - Reduce by up to 25% cutting to growth points. **Location:** Fernside, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BQ **THE PARISH COUNCIL SUPPORTED THIS APPLICATION**

**APPLICATION 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 cartlodge with room over and improved vehicular access to highway. **THE PARISH COUNCIL PREVIOUSLY MADE NO COMMENT**

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

**DISCHARGE OF CONDITION(S TOWN AND COUNTRY PLANNING ACT 1990 Proposal:** Discharge of Condition Application for 1352/17- Condition 4 (Materials) **Location:** Land West Of, Wattisfield Road, Walsham Le Willows, Suffolk **APPROVED CONDITIONS BY MSDC WERE NOTED BY THE PARISH COUNCIL**

### **4 MATTERS ARISING**

- 4.1 **Development & Neighbourhood Plan** - Cllr Belson reported ongoing difficulties with attendance due to the commitments all involved have although agreed with the Clerk that everyone is doing their absolute best as per Suzi Martineau's report under 1.5 above. Cllr Belson also reported on the obvious issues arising from the government's proposals for changes to planning law and how Neighbourhood Plans are constituted. See the minutes above under 1.5. The issue of cancelled room bookings was raised by the Clerk and the fact that these still must be paid for under the hire agreement, unlike the Priory Room (which has been closed throughout the pandemic). Cllrs Bartholomew and Ellis confirmed and made the point that the hall was reserved for use as requested from the NP group but that there were others who wanted to hire the hall on Thursday evenings and that the committee must be mindful of the fact that the hall has to cover its costs with the help of income from hire fees. The Parish Council noted the cost was approx. £625 pa on basis of two meetings a week whilst also noting that using Parish Council funds for meetings that do not happen must be monitored. Cllr Ellis confirmed that charges during the lockdown period will be waived. It was decided to review the situation after lockdown is lifted.
- 4.2 **Streetlighting conversion update** – The Clerk advised that following notification from Highways of an unsuccessful repair to lamp 22 on The Street, the replacement of this had been requested at a cost of £531.28 +vat as was agreed by email prior to the meeting. The Clerk was unable to report on the status of upgrade to the final lamp in phase II. Cllr Ellis put forward a schedule for phase III lamp upgrades. **ACTION** Clerk to submit for cost estimates.
- 4.3 **Community Council** - Cllrs. Ellis and Bartholomew advised Memorial Hall is now shut again for the period of the lockdown. Another community lunch had been planned but lockdown intervened. The kitchen and electrics are complete the kitchen is looking good. Talks are taking place with 'Fit Villages' to see if more classes can be hosted at the Hall after

lockdown. The possibility of a new front main door is being considered as the existing arrangement is very draughty when the external doors have to be left open in winter. Thanks were expressed to Cllr Meyer for funding from the Locality Grant towards the cost of a new dishwasher. More applications for funding are being prepared and a large refund for over-payment on electricity charges is expected from E.ON. Cllr Meyer advised that there is not much Locality Grant left for this year. Cllr Ellis reported that the latent need for a local foodbank has been identified and thought is being given to how this might be achieved. Cllr Ellis spoke of the hidden rural poverty and the nearest foodbank currently being in Bury St Edmunds. Cllr Meyer will enquire on behalf of the Community Council.

- 4.4 **200 Club** Update Cllr Meyer reported that he had heard nothing from David Price at MSDC licencing, and he will chase to try and get a definitive answer. Cllr Bartholomew reported further developments in the form of another draw having taken place. **ACTION** Cllr Meyer
- 4.5 **Finningham Road blind bend – traffic speed** – Clerk advised no response from Cllr Fleming since last meeting about her offer to help arrange a site visit with Highways. Traffic survey has been postponed due to lockdown. **ACTION** Clerk to chase with Cllr Fleming. **ACTION** Clerk to extract data from SIDs at earliest opportunity.
- 4.6 **Hedge and debris on The Causeway** - Clerk advised no response from Cllr Fleming since last meeting about offer to help arrange clearance by Highways. **ACTION** Clerk to chase with Cllr Fleming.
- 4.7 **Fishponds Lane Footpath** – Clerk advised that nothing more has been heard from the Rights of Way team since they sent through options open to us. Cllrs Ellis & Belson also pushed the idea again of a bar between two posts to prevent horse-riding as well but still allow pedestrian traffic unhindered. **ACTION** Clerk to chase on costs and if it is possible for us to do the installation ourselves as well as the idea about a bar between posts at either side with a separate opening for people on foot.
- On a similar note but re the Betty's Bridge Footpath which runs through the wood alongside the river, Cllr Belson again noted the same issue with horse riders using the path since the gate that used to be there has deteriorated and disappeared. **ACTION** Clerk to contact Mr Martineau to ask if he has given permission to horse -riders to use the footpath.
- 4.8 **Maintenance of Assets:** **Actions**
- Clerk **Parish Council Shed** Clerk will apply woodworm treatment at earliest opportunity.
  - **Village sign** Cllr Roberts/Arbon/Ellis will liaise, hopefully taking it down on Saturday week if not before. Cllr Ellis will then take it from there. Cllr Ellis advised that the tree had been cut back to make this
  - Cllr Roberts/Ellis **Bus Shelter** Cllr Ellis offered to do this if she could have loan of pressure washer from Cllr Roberts.
  - Cllr Roberts SIDs extra batteries and costing for upgrade to solar
- 4.9 **Establishing / Improving Wildlife Corridors** – Clerk advised that interest has been registered and that Cllr Belson has suggested a few trees at the road end of the green at Staples Close and maybe one in front of the houses on the greenspace to the right. **ACTION** Clerk
- 4.10 **Village Maintenance volunteers** Clerk advised that no responses received. Consensus was to place ad again and review at next meeting. **ACTION** Clerk
- 4.12 **Streetsweeper role** this was discussed, and it was decided to place the ad to see what interest there is. **ACTION** Clerk

## 5 CORRESPONDENCE

- 5.1 The email from John Stebbing updating on an ‘agreement’ between Lovell’s and Wildwood was noted. It appears this is another developer ‘promise’ that will not be fulfilled.

## 6 REPORTS

- 6.1 Clerk’s report & financial report to 31<sup>st</sup> October 2020 & request for payments. The summary of payments has been signed digitally against invoices, or otherwise authorised, by Councillors Bartholomew & Kinnair pending wet signature at later date.
- 6.2 Request from PCC to upload Hexagon to web site – It was agreed that links to the Hexagon can be uploaded to the St Mary’s page. **ACTION** Clerk to advise the PCC.

#	Payee	Amount	Description
1	Kevin Boardley	£14.39	Reimbursement for online conferencing subscription
2	Trevor Jackson (M&TJ’s)	£96.00	Play Area Hedge cutting
3	Memorial Village Hall	£50.00	NP meetings
4	Parish Council Employee	£539.52	Wages
5	Les Fulcher	£125.00	Parish Council Shed Roof
6	Information Commissioner’s Office	35.00	Required ICO registration for data protection compliance <b>Notification of DDR payment</b>

#	Payments In	Ref	Amount	Description
1	Street cleaning Grant <b>DUE</b>		£376.96	Q2 20/21

- 6.1.1 **Problem Reports SCC** update – nothing to report
- 6.1.2 **Projected budget to year end 2021** – the Clerk asked if there were any questions ahead of the budget meeting on 24<sup>th</sup>. There was a brief discussion about the news that we will receive some CIL monies in April. **ACTION** Clerk to check if there is any process to obtain his funding or if it is just paid over.
- 6.1.3 **Next subject for ‘Parish Council News’** – it was decided to highlight the phased streetlighting upgrades for the next edition. **ACTION** Clerk
- 6.1.4 **Web site** – Clerk advised that the hosting provider seems to have relented on the issue of charging for what was previously a free SSL certificate following the advice to upgrade the platform.
- 6.1.5 **Lockdown volunteers** – Clerk advised that an email had been sent to all registered volunteers to thank them for continued support and clarify current status.
- 6.2 **Play Area**
- **Play Council/Parish Council governance relationship** – Clerk advised that unfortunately the firm of solicitor’s we were hoping would take on the legal side for the Parish Council at a very reasonable rate are now not in a position to do so due to the workload the housing market is currently generating. Ellison’s solicitors who advised pro bono that the Parish Council has no obligations re ‘disposals’ under charity law. They will act for the Parish Council regarding the new lease but have quoted a remarkably high rate for this. It was decided to pause until we have a new lease before deciding what to do. The Old Town Trust have been asked to draw up a

new lease as this will move things a bit further forward. **ACTION** Clerk It was agreed that it is requested that the lease is drawn up with a term of 30 years.

- **Regular Maintenance & call for volunteers** – Duplicated agenda item.
- **Overhanging Trees** – Following a complaint to Cllr Bartholomew from a parishioner the Clerk asked David Brown to look and his quote has been circulated. Cllr Belson offered to meet with David on site to discuss exactly which trees David assesses need some work. **ACTION** Clerk to email David copying in Cllr Belson. The 6<sup>th</sup> January has been pencilled in pending the exact work being agreed.

6.3 **Footpath Warden** - Cllr Belson reported that a national footpath survey is taking place to identify all footpaths those that have been used in the past but are no longer maintained and used. **ACTION** Cllr Belson to draft a piece for the Observer asking people to identify any they know of. Cllr Ellis will also ask her friends and family who she feels might have some of this knowledge.

6.4 **Tree Warden – Cllr 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 **Letter received after publication of agenda from parishioner making observations on stream clearance.** Cllr Ellis reported observing both sides of the stream being cleared near Swan path. An approach was made to make the observation that clearing both sides at the same time breaks the law as set out in the Wildlife and Countryside Act 1981, schedule 5 about endangering protected species. It is known that advice on this has been received in the past by the organiser who earlier in the year asked for the support of the Parish Council in this endeavour and assured that this exercise would be properly supervised and the relevant law would be observed. **ACTION** clerk to write to the organiser to advise of this breach. [Subsequent to the meeting it has been reported that it appears that the clearance was stopped].

Meeting ended at 22:20

Kevin Boardley, Proper Officer, Clerk to Walsham-le