



PARISH COUNCIL OF Walsham le Willows

MINUTES of the meeting held on Wednesday 9th June 2021 commencing at 7.00 p.m. **in the Memorial Hall.**

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

MEMBERS PRESENT - Cllrs Paul Arbon; Ian Bartholomew; Richard Belson ; Brian Kinnair: **NON-MEMBERS PRESENT** - Cllr Rick Meyer [District]; apologies Cllr Jessica Fleming [County].

1 FIRST BUSINESS

- 1.1 **Acceptance of apologies** - Received from Nick Mecrow (NM) – for reason of family celebration and ; Trevor Roberts for reason of work commitments. Both were accepted.
- 1.2 **Minutes of the last Annual Meeting of the Parish Council held on 26th May 2021** were unanimously approved as true and accurate record with on correction of the day the meeting was held from Tuesday to Wednesday.
- 1.3 **To receive pecuniary and non-pecuniary interests** – None declared.
- 1.4 **To consider applications for dispensation** – None requested.

2 PUBLIC OPEN FORUM including County and District Reports and Questions

[Members of the public are invited to speak at the discretion of the Chair and each representation should take no more than 3-5 minutes. Matters arising can be referred to a committee, placed on the agenda of the next meeting, responded to by the Clerk or simply noted Councillors. This is to ensure that no discussion takes place for any matter for which there has been no prior notice on the agenda.]

One member of the public present representing History Group and Gardens Weekend Committee. The History Group are anticipating an increased number of visitors to the churchyard and asked if the ivy could be cleared from the headstones in the 'wild area' behind the church. This used to happen with the help of an informal group but has ceased. The Parish Council unanimously agreed that there was no objection to this. It was also agreed that the Clerk would enquire of David Murray as to cost if he were asked to do this work, just in case volunteers are not forthcoming.

Open Gardens Committee report that some of the roses in the churchyard have responded well to the pruning kindly carried out by committee members, others have not. Attempts will be made to identify, with the help of Peter Beales Roses as soon as these flower with the intention that more of the same or very similar type will be planted to fill the gaps.

Frances Jenner has been researching the possibility of native daffodils for planting in the churchyard and following the previous very expensive quote has found a specialist supplier who has suggested, and can supply, a variety called Van Sion (*Telemonius plenus*), a native variety that was once very well established in East Anglia. The bulbs are local grown and order for the autumn would have to be placed very soon at a cost of just £115 (wholesale price) for 1200 bulbs. Cllr Bartholomew proposed that this be put on the next agenda for resolution that the Parish Council fund the purchase of the bulbs.

Cllr Bartholomew raised issue of report of republication of bus timetables. The Clerk advised that advice has been received previously when this happens but will make enquiries to see if any Walsham routes have been affected.

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

APPLICATION FOR PLANNING PERMISSION - DC/21/02612 Proposal: Planning Application - Change of use and conversion of redundant agricultural building to form garage, workshop and gym area to be used in connection with and ancillary to the existing residential barn conversion on site. **Location:** Barn At West Street Farm, Ixworth Road, Walsham Le Willows, Suffolk **THE PARISH COUNCIL SUPPORTED THIS APPLICATION**

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/02934 Proposal: Notification for works to trees in a Conservation Area - Fell 1no Eucalyptus (excessive shading and root damage to property) **Location:** The Beacons, Ixworth Road, Walsham Le Willows, Suffolk IP31 3AN **THE PARISH COUNCIL MADE NO COMMENT**

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/03142 Proposal: Notification for works to trees in a Conservation Area - Fell 1no Ash **Location:** 2 The Causeway, Walsham Le Willows, Suffolk, IP31 3AB **THE PARISH COUNCIL MADE NO COMMENT**

APPLICATION FOR AGRICULTURAL DETERMINATION - DC/21/03217 Proposal: Application for prior approval for a proposed: Erection of a barn for Agricultural or Forestry Use. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 6 - Erection of agricultural storage building for straw and animal bedding. **Location:** Priory Farm, West Hall Road, Rickinghall Inferior, Suffolk IP22 1LY **THE PARISH COUNCIL MADE NO COMMENT**

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

APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/02598 Proposal: Application for works to a tree in a Conservation Area - Fell 1No Horse Chestnut due to major limb failure which has left the tree structurally unsafe. **Location:** The Rosary, Palmer Street, Walsham Le Willows, Suffolk IP31 3BS **MSDC RAISED NO OBJECTION**

APPLICATION FOR PLANNING PERMISSION - DC/21/01965 Proposal: Householder Application - Erection of two storey side extension; Re-roof existing single storey rear extension and insertion of rooflights. **Location:** 9 Wattisfield Road, Walsham Le Willows, Suffolk, IP31 3BD **MSDC GRANTED PERMISSION**

5 REPORTS

- 5.1 **Clerk's report & financial report to 31st May 2021 & request for payments.** The summary of payments was checked against invoices which were signed by Cllrs. Bartholomew and Kinnair having been unanimously approved. The bank reconciliation was and checked and approved against bank statements, and signed by Cllr Kinnair (no change to balances reported to the 31st April).

#	Payee	Amount	Description
1	Suffolk Accident Rescue Service	40.00	Donation (under s.137)
2	Headway Suffolk	40.00	Donation (under s.137)
3	East Anglian Air Ambulance	40.00	Donation (under s.137)
4	EACH	40.00	Donation (under s.137)
5	Mid Suffolk CAB	40.00	Donation (under s.142 - general powers)
3	Suffolk West CAB	40.00	Donation (under s.142 - general powers)
7	Memorial Village Hall	£25.00	Hire
8	Parish Council employee	£764.24	Wages
9	K Boardley	£17.85	Reimbursement for Website Plugin renewal

#	Payments In	Ref	Amount	Description
	None received			

- 5.2 **Problem Reports SCC** – Clerk reported that Elmside grass cutting and the signage on Sumner Road and Townhouse Road had not yet been reported and sought some clarification. It was noted that grass cutting around the village seems not to have happened as it usually does but it might be that the growth has been particularly fast this year. Clerk to check on the grass cutting routine with SCC and log reports as required.
- 5.3 **Action Log** – Clerk noted that green RAG rating had been applied to most items with dates for completion applied for 09/06/2021, 3 months, 6 months and 12 months hence. The Clerk reported that an invoice for the horse-riding signage cannot be found. It is thought that this may have been purchased previously and a nominal sum (equating to same amount paid for the footpaths signage has been included in the asset register). Cllr Kinnair asked about the Village Presentation Orderly. Clerk advised that there had been no responses to the recent ad. Cllr Kinnair suggested that maybe this could be combined with some extra ad hoc hours for a village caretaker role to address some of the minor jobs that need completing. Clerk to draft a revised ad for agreement at next meeting.
- 5.4 **Internal Control Check** – Cllr Bartholomew suggested a check on contracts of employment the only one being for the Clerk at the moment. Clerk to forward contract to Cllr Bartholomew for review.
- 6 MATTERS ARISING** [from previous meeting only where further decisions are required]
- 6.1 **Internal Audit - Cllr Bartholomew** had reviewed the Clerk's proposals for responses to audit recommendations and agreed them with some minor changes. Specifically, Cllr Bartholomew proposed that to address the recommendation on the internal control check policy a risk register should be created in the first instance which would assist councillors with reviewing the internal control check suite. Cllr Bartholomew's proposal had been previously circulated and was unanimously agreed. Clerk to prepare risk register for next meeting starting with financial risks.
- 6.2 **Earmarked/ringfenced funds** – Cllr Kinnair proposed changes to earmarked funds following outcome of informal group discussion on 1st June as follows be formally approved: Churchyard Wall from 5k to 8k, removed £250 from s.137 pot, streetlighting from 4k to 12k, Road Safety added 1k for The Causeway and Parish Council Assets added 1.5k potentially for new shed. Making total of earmarked/ringfenced funds of £54,500. Unanimously agreed.
- 6.3 **Play Area Development** – Cllr Kinnair reported back from the sub-committee and took questions. A bid for £25k CIL funding from MSDC has been submitted and is awaiting

response. Cllr Meyer was asked about the procedure and advised that if the current bid was unsuccessful should a general enquiry be submitted to other MSDC teams for funding. Another survey of usage (within last three months) would have to be completed as part of the bid as a benchmark to assess the impact of the investment in new equipment. It was thought that at the appropriate time this would be best published on the Community Hub facebook page. Cllr Bartholomew asked if provision had been made for ongoing maintenance costs. Cllr Kinnair said the rough estimation of these was approx. £2k per annum and one company in particular had indicated this service was available to include the annual RoSPA report. Cllr Belson thanked Cllr Kinnair for all the work he has been putting into this.

6.4 **Spending of CIL Funding** – Councillors discussed the draft and made some suggestions for updating. The Clerk will re-draft and circulate for consideration at next meeting.

6.5 **Churchyard Wall** – Cllrs considered the two quotes and updated information on the availability of one. It was unanimously decided to appoint the contractor who had indicated a start this year. Clerk to inform the contractor and secure a firm start date.

7 **OTHER ITEMS FOR DISCUSSION** *[Councillors can request that Chair or Clerk place items for discussion and decision on the agenda here]*

7.1 **Community Council** – Cllr Bartholomew volunteered and was unanimously appointed as Parish Council Representative to the Community Council.

7.2 **Traffic Survey results & SID data** – Cllr Belson spoke to the results as previously circulated and in the light of comparison he had done with results for another parish. In considering speeding issues the authorities focus on the proportion of vehicles travelling at a speed where the driver could reasonably be prosecuted - i.e. > 35 mph in a 30 mph area, and will normally expect at least 15% of drivers to fall into this category to identify a serious problem. In our surveys 12% of the vehicles entering the village along the Finningham Road and 3% of the vehicles on The Street were in the >35 group. As the other village had figures well in excess of 40% and were still having major problems in persuading the authorities to take action it was felt that it is unlikely that agreement would be forthcoming for Walsham on the basis of these results.

Cllr Belson also noted a suggestion from a parishioner for priority flow signage on Wattisfield Road. It was felt that giving priority to one direction might actually speed the traffic in that direction and the narrow road might be the best control on traffic speed. Clerk to enquire as to the possibility that any such request would be granted by Highways and also the potential costs and report back to the next meeting.

7.3 **Stream** – The Clerk referred to previously circulated response to enquiries. information previously circulated. The Clerk relayed request from Paul Hubbard for volunteers having explained that the Parish Council had not yet put out such a request as it was planned to use the Parish Meeting for this purpose, and we still had not had a management plan back from either the Environment Agency or Suffolk Wildlife Trust. Clerk waiting to hear back from PC Colin Taylor who had advised he would speak to SWT in the first instance. Clerk to forward email from SCC Flood and Water Technician to Cllr Meyer who offered to check the MSDC mapping databases for Riparian Ownership responsibilities. **The Clerk to chase PC Taylor and if necessary, contact SWT directly, also to contact Paul Hubbard** to explain the situation with offer of interim support until the Parish Council has gathered enough information to decide how to proceed.

8 **CORRESPONDENCE** - None

9 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN

[No decisions can be made under AOB. Matters requiring decision must be placed on the agenda for the following meeting]

Cllr Meyer advised that he has now been allocated a new locality fund for 2021/22 and would welcome applications for funding.

Meeting Closed at 21:50

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