



## PARISH COUNCIL OF Walsham le Willows

**MINUTES** of the meeting held on Wednesday 13<sup>th</sup> October 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 Arbon; Belson; Bartholomew; Kinnair; Mecrow; Roberts**

#### **1 FIRST BUSINESS**

- 1.1 Apologies - None
- 1.2 Apologies – None required.
- 1.3 Declarations of pecuniary, local non-pecuniary interests – Cllr Bartholomew re payment to Memorial Hall ; and Cllr Belson re discussion of proposal re Wildwood.
- 1.4 No requests for dispensation, received.
- 1.5 Minutes of meeting held on 8<sup>th</sup> September 2021 were received and approved as true and accurate record.

#### **2 REPORTS FOR INFORMATION - to receive written reports for information only:**

- Report from County Councillor Jessica Fleming was submitted and previously circulated. Cllr Fleming was not able to be present.
- Report from District Councillor Richard Meyer was submitted and previously circulated. Cllr Mecrow asked that the Clerk circulate the report to the Neighbourhood Plan steering group as it contained information relevant to the development of neighbourhood plans. **District Cllr Meyer** took questions: Cllr Arbon asked about the ongoing disruption to the published timetables for household refuse/recycling collections. Cllr Meyer advised that the ongoing difficulties with filling driver posts and the ongoing impacts of coronavirus infection meant that refuse was being collected even if up to two days behind schedule.
- **Neighbourhood Plan Steering Group (NPSG)** (agenda item 6 brought forward). The clerk will put this at item 2 on future agendas to assist regular reports back to every Parish Council meeting. The Chair of NPSG had previously asked the Clerk to circulate the minutes of the last two meetings which had been done. Phil Newby reported that the work is going well with the assistance of the consultants and the group had asked the Clerk to apply for technical support that is available free of charge for both the drawing up of design codes and the preparation of a housing needs assessment (HNA). The HNA will form part of the first piece of consultation since the consultants were engaged. It is expected that there will be two major surveys conducted before the consultation on the draft plan. In summary , major progress being made and more to come.

#### **3 PUBLIC OPEN FORUM**

No members of the public in attendance.

#### **4 PLANNING APPLICATIONS TO BE CONSIDERED** incl. any received after the publication of this agenda **& PLANNING MATTERS** [to be brought to the attention of the council]

- 4.1 **APPLICATION FOR PLANNING PERMISSION - DC/21/05331 Proposal:** Householder application - Erection of side/rear two storey extension, and single storey porch extension  
**Location:** 44 Townhouse Road, Walsham Le Willows, Suffolk, IP31 3BP **THE PARISH COUNCIL MADE NO COMMENT**

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

So signed by the Chair at the meeting of 10<sup>th</sup> November 2021

- 5.1 **APPLICATION FOR PLANNING PERMISSION - DC/21/04162 Proposal:** Householder application - Erection of Greenhouse. **Location:** The Rookery, Wattisfield Road, Walsham Le Willows, Suffolk IP31 3BD **PERMISSION GRANTED BY MSDC**
- 5.2 **APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/04739 Proposal:** Notification for works to trees in a Conservation Area - Fell 1No Yew Tree and Coppice 1No Hazel Tree (To give better clearance and prevent entanglement to the powerlines) **Location:** Orchard House, Palmer Street, Walsham Le Willows, Suffolk IP31 3BS **MSDC RAISED NO OBJECTION**
- 5.3 **APPLICATION FOR PLANNING PERMISSION - DC/21/04516 Proposal:** Householder Application - Erection of single storey side extension (following the demolition of existing outbuilding). **Location:** Grange Barn, Rookery Lane, Walsham Le Willows, Suffolk IP31 3BD **PERMISSION GRANTED BY MSDC**
- 5.4 **PRESERVATION ORDER - DC/21/04600 Proposal:** Application for Works to Trees in a Conservation Area - 1no. Hornbeam (Removal of lower branches) and 1no. Lime tree (Pollard) **Location:** Land Rear Of Avenue House, The Street, Walsham Le Willows, Suffolk IP31 3AZ **MSDC RAISED NO OBJECTION**
- 5.5 **APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/04820 Proposal:** Notification for works to trees in a Conservation Area - Removal of 1no Yew Bush **Location:** Coopers, The Street, Walsham Le Willows, Suffolk IP31 3AZ **MSDC RAISED NO OBJECTION**
- 5.6 **DC/21/01364 DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal:** Discharge of Conditions Application for application **DC/21/04994** - Condition 3 (Parking), Condition 4 (Refuse/Recycling Bins) **Location:** West Street Farm, Ixworth Road, Walsham Le Willows, Suffolk **FOR INFO**

[The Chair proposed that agenda item 10.1 be dealt with at this point as it would likely take some time]

**6 NEIGHBOURHOOD PLAN - Report to Council** – Taken under agenda item 2.

**7 PLAY AREA DEVELOPMENT - Report to Council**

7.1 Cllr Kinnair reported that the first bid to CIL team had been approved and that there were two outstanding bids for which all indications were positive. The Parish Council agree that these final two bids should be submitted as per the details previously circulated. If all granted as expected this will likely provide an amount for incidentals such as any surfacing work that may be required. Written quotes from three contractors so far contacted will be needed for one of the remaining bids and it is hoped that the funding will all be wrapped up by end of October, the aim being to have a newly developed play area by end of the spring 2022. The Clerk reminded Council that the contract for the play area development has to be placed on the Contract Finder Portal and that all contractors who are providing quotes should be advised of this. The Clerk will report back to Council at next meeting on what information is required to be uploaded to the portal.

7.2 **New Play Area Lease** – The Clerk advised that confirmation of completion of the new lease was awaited but imminent and as such the payment presented for the first year's rent charge under the new lease (in advance) should probably be withheld until the Parish Council has received a completed copy of the new lease.

**8 CLERK'S REPORTS**

8.1 **Reconciliation to 31<sup>st</sup> September 2021** – The ledger reconciles with the bank balances. Approve and signed by Cllr Bartholomew.

8.2 **Request for payments** - The summary of payments has been circulated in advance of the meeting, for approval and signing.

#	Payments OUT	Amount	Description
1	A Abercrombie Limited	£8,973.60	Churchyard Wall Repairs

So signed by the Chair at the meeting of 10<sup>th</sup> November 2021

<b>2</b>	Memorial Village Hall	£244.00	Hall hire for Parish Council, Neighbourhood Plan and Annual Meeting of the Parish
<b>3</b>	Kevin Boardley	£4.28	Stationery and Postage Expenses
<b>4</b>	Walsham le Willows Old Town Trust	£250.00	Play Area Rent
<b>5</b>	CGM Group	£90.00	Play Area grass cutting
<b>6</b>	SALC	£54.00	Payroll Service
<b>7</b>	Kevin Boardley	£607.29	Wages
	<b>Payments IN</b>		
<b>1</b>	<b>MSDC - RECEIVED</b>	£10,950.00	Precept 2 <sup>nd</sup> Payment
<b>2</b>	<b>MSDC - DUE</b>	£20,338.50	Community Infrastructure Levy

### **8.3 Problem Reports.**

**8.4 Action Log – SCC** – Cllr Mecrow reported that signage and potholes on Sumner Road had been attended to. Parish Council agreed the changes to the action log made by the Clerk who confirmed that the bollards for Fishponds Lane were still on order and it is expected they will be erected as soon as received; Cllr Mecrow advised that he will be looking at SID data for work he is doing on the Neighbourhood Plan – Clerk to forward latest data set; Clerk advised a meeting onsite tomorrow with another potential contractor for the stream maintenance; Council considered the position on village presentation orderly and decided to ask the Clerk to place the vacancy with the Job Centre. Clerk reminded that anyone employed from outside the village would not attract the street cleaning grant from MSDC; Clerk suggested that 200 Club item be removed from action log as it was unlikely we would now get a response from MSDC – this was agreed; materials for bus shelter refurbishment with volunteer.

**9 MATTERS ARISING** [from previous meeting only where further decisions are required] None

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

**10.1 CIL Funding Consultation** – [Considered after agenda item 5] The Parish Council went through each of the proposals received from the CIL consultation which closed on 31<sup>st</sup> August. Responses to each can be found on the village website with documents for this meeting.

### **11 CORRESPONDENCE**

**11.1** Email from parishioner re Finningham Road traffic speed previously circulated with Clerk's response. This was noted.

**12 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]

**12.1** Cllr Mecrow noted that litter pick was not on the agenda – the Clerk apologised for this omission. It was however noted that this has traditionally taken place in the spring before vegetation growth kicks off and then again just before gardens weekend.

*Meeting closed at 21:28*

*Kevin Boardley, Proper Officer, Clerk*

So signed by the Chair at the meeting of 10<sup>th</sup> November 2021