



## PARISH COUNCIL of Walsham le Willows

**MINUTES** of the meeting held on Wednesday 10<sup>th</sup> November 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.
- 1.4 No requests for dispensation, received.
- 1.5 Minutes of meeting held on 13<sup>th</sup> October 2021 were received and approved as true and accurate record.

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

- **Chair Neighbourhood Plan Steering Group (NPSG)** – Phil Newby reported that on 4<sup>th</sup> November the group sought clarification from the retained consultants on the need to put forward **sites for development as part of the neighbourhood plan (NP)**. The consultants confirmed that Walsham le Willows has met its housing allocation (90 units – Lovells development on Wattisfield Road [60], Broad Meadow [22] and 8-9 more individual units) up to 2037 under the revised **MSDC Local Plan (LP)** which gives some freedom regarding the inclusion of site allocations at this time. The group decided not to request any sites for development as part of the current NP and it was agreed that the Parish Council will monitor the development of the LP (with an annual light touch review) focussing on housing allocation requirements to ensure the NP remains fit for purpose. There is no requirement to formally review an adopted NP, however it is recommended a review of major policy changes takes place coinciding with the development of the next LP (usually every five years) as the planning/development landscape evolves. Such reviews may require the NP group to come together again (with consultant support if necessary) to address any policy changes required to keep our NP current and effective. In the meantime, the NP will address the development of potential known, or as yet unknown, plots within the settlement boundary with the Design Code that will be included in the NP.

A **Household Survey** will be delivered to every household by 20<sup>th</sup> November for return by 20<sup>th</sup> December either by posting the paper form in the red post box that will be placed on the railings at the entrance to the Memorial Hall Car Park or by completing online - link <https://www.walsham-le-willows.org/neighbourhood-plan/#household-survey-2021>. Online responses are preferred as these go directly into a database for analysis but it is recognised that many may prefer the paper method.

The **data profiles** are nearly complete, and the group has commenced work with [AECOM](#) on a **Housing Needs Assessment & and a Design Code** (planned completion early 2022). A site meeting is scheduled for w/b 29<sup>th</sup> November.

- **Report from County Councillor Jessica Fleming** was submitted and previously circulated. Cllr Fleming was present and took questions about the process for village gate and traffic calming installations. The former is usually a fairly straightforward process moving of speed limit signage is not involved which is much more protracted process. The main

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obstacle to either is getting SCC Highways to focus on such initiatives at the moment. Cllr Fleming asked that the Parish Council submit precise suggested positions for village gates with images. Cllr Roberts offered to prepare these.

- In light of discussion re traffic safety on the Finningham Road bend Cllr Bartholomew raised the issue of continued use of the use the clearing through the hedge at Greenside onto Finningham Road for which planning permission has been refused more than once.
- In light of the review of lorry networks in the report Cllr Mecrow raised concerns re proposed to the development plans for the West Suffolk Stanton site. It is feared that these proposals will result in a permanent increase in lorry movements through the village en-route to and from Ipswich. There didn't appear to be much that Cllr Fleming could do about this.
- Cllr Mecrow reported that he had looked at data from speed indicator devices but was at loss to see how reports could be exported for presentation. Clerk confirmed same issue. Clerk to ask vendor if there is an easy way to export these.
- **Report from District Councillor Richard Meyer** was submitted and previously circulated. Cllr Meyer joined at approx. 20:00 when he took questions after agenda item 5]. Cllr Meyer wished to highlight the fact that 85% of CIL funding is held centrally and is available for bids for major projects such as for example sporting facilities, rebuilding a village hall, solar panel installation. Cllr Belson asked about purchase of land. Cllr Meyer suggested an enquiry to the grants team. Cllr Bartholomew raised concerns about potential large increase in lorry movements through the village associated with revised change of use plans for the Stanton airfield site (West Suffolk planning authority). Cllr Mecrow recognised the positives for the village in terms of fewer houses on the boundary but noted the negatives of such developments in rural areas with regard to sustainability and the substantial increases in lorry movements. Access to the site should only be from the new roundabout on the A143 not through the village (The Causeway) or via currently little used gated access onto Sumner Road. Overall although it looks better than previous propositions, but the Parish Council has little actual information and as this is a West Suffolk development Walsham le Willows has no rights to consultation. Cllr Meyer concurred and offered to contact JayNic to ask for joint briefing for both Wattisfield and Walsham parish councils.

### 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] None received.

- 4.1 **APPLICATION FOR PLANNING PERMISSION - DC/21/04498 Proposal:** Planning Application - Change of use from class E (commercial, business, service) to class C3 (residential), associated conversion /small scale demolitions to provide 1no dwelling with 2No off street parking spaces and external garden area. Location: Linton House, The Street, Walsham Le Willows, Suffolk IP31 3AZ **THE PARISH COUNCIL MADE NO COMMENT**

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

None received

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

### 7 PLAY AREA DEVELOPMENT - Report to Council

- 7.1 Cllr Kinnair reported current projection based on further supplier meetings, is for costs of £47,295 against budget of £59,400. A further supplier meeting is taking place in the coming week to obtain a second estimate. A third estimate is on its way, an email having gone astray. The outcome of bid for £15k funding from Communities Team should be known by end of month. MSDC may not fund the double zip-wire but this could be funded from funds provided by the Parish Council.

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- 7.2 **New Play Area Lease** – The Clerk advised a hard copy original lease had now been received and we have the electronic copy of the counterpart lease signed for the Parish Council.

## 8 CLERK'S REPORTS

- 8.1 **Reconciliation to 31<sup>st</sup> October 2021** – The ledger reconciles with the bank balances. Approved and signed by Cllr Kinnair.
- 8.2 **Request for payments** - The summary of payments has been circulated in advance of the meeting, for approval and signing by Cllrs. Bartholomew and Kinnair.
- 8.3 **Expenditures from CIL & Earmarked Reserves** – Clerk's proposals noted, decision postponed until budget setting meeting.

#	Payments OUT	Amount	Description
1	H Reeve	£147.15	Footpaths 2 <sup>nd</sup> Cut
2	H Reeve	£24.22	Footpaths 2 <sup>nd</sup> Cut
3	Martineau Farms LLP	£153.95	Footpaths 2 <sup>nd</sup> Cut
4	M Hawes	£62.25	Footpaths 2 <sup>nd</sup> Cut
5	P Dryden	£40.00	Footpaths 2 <sup>nd</sup> Cut
6	GB Pollard	£38.65	Footpaths 2 <sup>nd</sup> Cut
7	Greene & Greene	£2259.60	OTT Legal fees (Play Area lease)
8	Spire Solicitors	£948.40	PC Solicitor Fees (Play Area lease)
9	Memorial Village Hall	£20.00	Hall Hire
10	Old Town Trust	£5.00	Play Area rent (in arrears, old lease)
11	Kevin Boardley	£733.24	Wages
	<b>Payments IN</b>		
1	Town Farm Charity - RECEIVED	£3,000.00	Funding aware for Play Area
2	MSDC - RECEIVED	£20,338.50	Community Infrastructure Levy
3	MSDC – Locality Awards RECEIVED	£1000.00	Locality Award from Cllr Meyer for Play Area development
4	SCC - DUE	£466.22	2 <sup>nd</sup> Cut footpaths (delayed)

- 8.4 **Problem Reports** – nothing of note
- 8.5 **Action Log Updates** – Still waiting for 2<sup>nd</sup> quote on stream work, contractor not returning calls; Fishponds Lane barrier should have been delivered today and will be scheduled for fitting; Bus Shelter – Cllr Arbon will contact volunteer and let Clerk know the outcome; Play area hedge on the list to be cut; Village presentation orderly – not yet advertised at Job Centre, issue with online registration as Parish Council. Cllr Arbon reported back on Billy Goat trial so far. There is another model that would make emptying easier and more efficient. Clerk suggested asking David Murray if he could extend his season of grass cutting to collection of leaf-fall until it ceases. Cllrs Arbon, Belson & Mecrow to carry out another trial on Saturday to include other parts of the village where leaf fall collects.

## 9 MATTERS ARISING [from previous meeting only where further decisions are required]

- 9.1 **CIL Funding Project List** – decision postponed until budget setting meeting. Cllr Belson did however present the account prepared of the WildWood AGM on 4<sup>th</sup> June 2021 for consideration at next meeting.

## 10 CORRESPONDENCE

- 10.1 **Replacement of finger post at Four Ashes triangle** - The Clerk explained the proposal and the response so far from SCC Highways which was not promising. However, if this hurdle can be surmounted, the Parish Council indicated in-principle support to funding this.
- 10.2 **Clearance of ditches east of the play area** – noted. After much discussion it was decided to take no action. It has flooded only once in the last 25 years and is quite inaccessible in parts

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(it would have to be done manually) and it is difficult to describe for a contractor without a site visit. It was thought that the best time to tackle this (at least the more accessible part) might be when the contractors are developing the Play Area and are on-site so maybe for inclusion in contract at that time.

10.3 **Future of Church Farm Barn** - email from Richard Martineau noted with interest and thanks.

10.4 **BSEVC – request for donation** - Decision postponed pending further enquiry by Clerk.

11 **OTHER ITEMS FOR DISCUSSION** - None

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]*

Next meeting is the Budget meeting on 24th November, 7pm @ Memorial Hall

*Meeting closed at 21:15*

*Kevin Boardley, Proper Officer, Clerk*