



PARISH COUNCIL of Walsham le Willows

MINUTES of the meeting held on Wednesday 8th December 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

[The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. All will be required to comply with any social distancing/Covid measures in place at the time and numbers may be limited in order to comply. To attend please advise the Clerk at the earliest opportunity. Members of the public not wishing to attend in person may submit written representations.]

1 FIRST BUSINESS

- 1.1 **Apologies** – None received
- 1.2 **To receive pecuniary and non-pecuniary interests of members** Cllrs IB and RB re agenda item 8.3.
- 1.3 **To receive requests for dispensation** – Dispensations granted re discussion of CIL expenditure on items relating to community hall staging and wildwood.
- 1.4 The minutes of the budget meeting held on 24th November were approved as a true and accurate record and signed by Cllr Belson as Chair. The Clerk advised correspondence from a parishioner re **minutes for meeting held on 10th November 2021 (reference to Greenside minute 2, 3rd bullet point)** bringing to attention an error. The minutes stated that that planning permission had been refused. This was a minuting error. A previous application has been withdrawn. The Clerk advised that this had been spotted subsequent to the publication of the minutes and proposed a correction be minuted which was duly approved.

2 REPORTS FOR INFORMATION - to receive written reports for information only [district and county reports previously circulated and posted on village website]:

- 2.1 **Neighbourhood Plan Steering Group** - Phil Newby reported that survey data input continues; noted the excellent and very coherent character appraisal work done by Sally Johnston with more to do to complete; the group has launch Zoom meeting with AECOM on 13th re work on the Housing Needs Assessment – this is a desktop exercise which will link with the Household Survey results; Work on the Design Code which will give the village the ability to set rules on how new developments should look kicked off this week with an AECOM site visit planned for January; The group will look at all these key pieces of work in January in the light of the Household Survey results. Cllr Mecrow concurred that work was moving apace. Cllr Bartholomew asked about response rates; 100 so far and hoping for 200; Cllr Belson extremely pleased with how consultants are assisting and hoping for a draft plan in the new year. Clerk to arrange more comms on website, facebook and Observer.
- 2.2 **County Councillor Jessica Fleming** advised that approaches to SCC Highways re site visits about the locations for village gates would now have to be made directly by the Parish Council in the new year. Cllr Roberts to send information to Clerk for forwarding to highways and cc to Cllr Fleming. Cllr Fleming advised that any proposals for road reconfigurations might be dealt with at the same site visit. Cllr Mecrow raised the concerns about the proposed development on the Stanton site near the A143. It was agreed that a response is required, and Cllr Fleming has also agreed to follow this up.
- 2.3 **District Councillor Richard Meyer** had previously given his apologies to the Clerk.

So signed by the Chair at the meeting of 12th January 2022

- 3 PUBLIC OPEN FORUM** including County and District Reports and *Questions [Members of the public may be invited to speak at the discretion of the Chair and each representation should take no more than 3-5 minutes. An immediate response should not be expected & councillors may wish to ask questions]*

No members of the public present

- 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 **Stanton Development – reference DC/21/02384** Following on from the discussion with Cllr Fleming, Cllr Belson led on the formulation of a response which was unanimously approved for submission to West Suffolk Planning.

Objections to possible Planning Application - Land At Shepherds Grove Stanton Suffolk - use of 27.56 hectares of the application site (Stanton for storage and distribution use (B8 Use Class), in connection with the storing, distribution and processing of accident damaged and non-damaged motor vehicles, together with the erection of ancillary buildings, perimeter fencing and landscaping works.

1. Sequencing of the development is required in relation to the road infrastructure to limit the impact of development traffic on surrounding villages, especially Walsham le Willows. Proper access needs to be in place before any development work starts on the site.
2. The scale of potential traffic movements, both construction traffic and then traffic arising from business activity on the site during and following completion. This will result in huge increases in heavy goods and individual car traffic.
3. The concrete access road shown is still shown on the scoping documentation. There is concern that this should not be used for access for construction traffic as this has a junction with Sumner Road and will encourage avoidance of the A143.
4. The proposed business activity does not seem appropriate or sustainable in such a rural location. The documentation notes proximity to the M11, A11 and A1 as advantages. None of these roads can be considered proximate for business activity requiring such connections without considerable impacts upon the surrounding villages.
5. The employment potential whilst welcomed is wholly dependent on one activity. Employment will be largely unskilled and there are concerns as to how many local people would benefit from this.
6. The site sits on an aquifer. Oils lubricants, petrol, anti-freeze all need careful controls and the risk to the aquifer from these substances is acknowledged.
7. There is no reason for top-soil to be removed as banking and bounding would be needed to address issues arising.
8. There is a large amount of offset (from building) with all the bio-diverse planting towards the Walsham end of the site.
9. Three potential developments are proposed – there is no proven need for roadside development and the failure of the Duke of Marlborough pub would seem to support this view.

It was resolved to ask Cllr Meyer to organise a meeting between the potentially affected parishes. Clerk to contact Cllr Meyer to ask him to organise with involvement of Wattisfield, Walsham le Willows, Stanton, Hepworth, Great Barton, Bardwell and Norton.

- 4.2 **APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/21/06382**
Proposal: Application for works to trees in a Conservation Area: Reduce 3no Horse Chestnuts (T1, T2 and T3) back to original pruning points **Location:** Clarkes Of Walsham Ltd, The Street, Walsham Le Willows, Suffolk THE PARISH COUNCIL MADE NO COMMENT

- 5 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning)** None received

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6 NEIGHBOURHOOD PLAN

- 6.1 **Terms of Reference** - Cllr Mecrow raised the issue regarding the 'terms of reference' and roles of parish councillors on the neighbourhood plan group. The discussion concluded that the parish councillors whom are also involved in the neighbourhood plan are to represent the views of the Parish Council. With parish councillors actively involved in the NP there is adequate opportunity to raise any issues of concern to the Parish Council with the wider group. Neighbourhood plan will remain an agenda item so views and opinions can be gathered and coordinated.

7 PLAY AREA DEVELOPMENT

- 7.1 **Sub-committee report** – Cllr Kinnair reported that the £9k bid has been validated and looked likely to be approved. Receipt of the last of three quotes is imminent and it has been confirmed that contact with the planning dept. at MSDC is not needed as this is a re-development of an existing area already used as a play park. The application form for the 15k CIL bid has been completed. Cllr Kinnair will check if the absence of Parish Council policies on Equal Opportunities, Environment and Safeguarding responsibilities would impact the decision to grant funding. The Clerk reminded that the Parish Council had previously been advised that there is no safeguarding responsibility with regard to the play area which is an open public space over which the Parish Council has limited control.
- 7.2 **RoSPA report** – The Parish Council resolved that with the re-development in mind and the fact that there are no urgent matters, that no action would be taken at this time.
- 7.3 **Enquiry from parishioner re development plans** – Cllr Kinnair clarified the situation and provided a response which was approved. The Clerk to respond to parishioner.

8 CLERK'S REPORTS

- 8.1 **Reconciliation to 30th November 2021** – The ledger reconciles with the bank balances which were duly approved and signed by Cllr Kinnair. The Clerk referred to the response from SALC re the handling of VAT in the ledger and the budgeting process. Clerk to make adjustments with help of Cllr Bartholomew if needed.
- 8.2 **Request for payments** - The summary of payments has been circulated in advance of the meeting and were approved then signed by Cllrs Bartholomew and Kinnair.

#	Payments OUT	Amount	Description
1	Kevin Boardley	£5.43	Reimbursement for HDMI cable
2	Kevin Boardley	£17.54	Reimbursement for laptop charger
3	Kevin Boardley	£429.00	Reimbursement for Projector
4	Memorial Hall	£40.00	Hall hire parish council meetings
5	Rachel Leggett	£415.80	Neighbourhood Plan consultancy costs
6	Parish Council Employee	£443.91	Wages
7	Information Commissioners Office	£35.00	DIRECT DEBIT – Data Protection Certification (debited 19/11/2021)
8	Turner ToolHire	£240.00	Billy Goat leaf collector hire (5 weeks)

- 8.3 **CIL Funding Project List** – the Parish Council considered the information previously circulated on potential projects following a response from the CIL team. The list of projects was finalised into a summary of those completed, underway and future projects. There remain some unresolved questions about some major projects which are being worked on. CIL funding was approved for 2021/22 for the recent major repairs to the churchyard wall (£7478.00), repair and refurbishment of the village sign (£247.50), the provision of a new stage for the Memorial Hall (£5029.23), streetlighting upgrades phase III and the final phase (£13,099.30). For 2022/23 £15,000 has been committed towards the re-development of the

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- play area. (All figures exclude VAT) Quotes are required for the replacement of the Four Ashes finger board, allotment shed repairs and possible installation of village gates. Amounts for these projects have not yet been finalised or approved.
- 8.4 **CIL & Earmarked Reserves** – reviewed and approved following from the decisions on CIL projects. Clerk to make changes to the reserve positions on the reconciliation report.
- 8.5 **Budget 2022/23** – the budget was set having been finalised and approved as follows: Income £70,489.44, Expenditure £57,062.44, leaving a surplus £13,427.00. This surplus is entirely due to the previous and future receipts of CIL funding which will all be received over the space two years but is spent over five years as projects are determined and approved.
- 8.6 **Precept claim 2022/23** – it was unanimously agreed to set the precept at £22,250.00. This represents an increase of 0.96% on 2021/22 and equates to an extra 0.44p per household. This is calculated on the basis of 483.79 Band D (equivalent) properties in the Parish (as advised by MSDC).
- 8.7 **Problem Reports SCC** – The Clerk advised no particular issues of note. Clerk to report the replanting of the hedge on the boundary of The Acorns with Wattisfield Road to SCC Highways and advise to MSDC Planning. Also to ask Planning authority to follow up on the planting of the hedge to the western boundary of The Acorns which was meant to be completed in the first planting season.
- 8.8 **Action Log** – Clerk to advise anything **of note or review**. It was proposed and approved to purchase a gift for Gareth Rees for his excellent voluntary work on the Play Area and Bus Shelter for the Parish Council. Cllr Roberts to source and pass the invoice to the Clerk. Clerk to check with other Parishes on who they use for pavement sweeping to see what this turns up.
- 9 MATTERS ARISING** [from previous meeting only where further decisions are required]
- 9.1 **VILLAGE GATES** – locations identified by Cllr Roberts reviewed and approved for submission to Highways as per agenda item 2.2. Clerk to forward when received and cc to Cllr Fleming.
- 9.2 **SID data presentation** Cllr Mecrow presented some slides of extracts from the speed indicator software. To work with the Clerk to check the import of data in bulk. Clerk to check with suppliers on configuration to provide data on type of vehicle and at what point in the detection of vehicle movement do the speed indicator devices record the final speed (or how is this is calculated by the device).
- 9.3 **Four Ashes Triangle Finger Post** – It was decided that the Clerk should go ahead and order the finger post. A decision was not made on separate signage for Four Ashes.
- 10 OTHER CORRESPONDENCE** - None
- 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*]
- 12.1 The Clerk advised that in the light of covid Plan B announced this evening just before the meeting, enquiries would be made of SALC to see if there are any plans to allow Parish Council meetings to once again be conducted virtually.

Meeting ended at 21:58

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

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