



WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 9th March 2022 commencing at 7.00 p.m. in the Memorial Hall.

[Pending formal approval, these minutes have been informally approved. Any further corrections will be proposed & minuted at the next meeting]

PRESENT: Cllrs. Arbon, Bartholomew, Belson, Kinnair, Mecrow, Roberts & Winch.

1. OPENING – Meeting opened at 7pm

2. APOLOGIES -

- a) There were no applicable apologies for absence
- b) Apologies of absence were noted from District Councillor Meyer.

3. DECLARATIONS OF PECUNIARY & NON-PECUNIARY INTERESTS

- a) To receive declarations of pecuniary, local non-pecuniary interest(s) incl. personal interests in items on the agenda to include any gifts of hospitality - none were declared
- b) To receive declarations of lobbying for planning matters on the agenda – none were none declared.
- c) To receive requests for dispensations - none had been received prior to the meeting.

4. TO NOTE THE MINUTES OF THE FOLLOWING MEETINGS

- a) Minutes of the full Council Meeting of 9th February 2022, as previously circulated, were approved along with consent for the Chair to sign the minutes as a true and accurate record.

5. REPORTS FOR INFORMATION

- a) Chair of the Neighbourhood Plan group had given apologies and no-one else was available to attend. The Chair proposed to discuss under agenda item 9.
- b) The Chair invited questions for Cllr. Fleming on her report and on any other matters. Cllr Winch asked about the acquisition of more land to create more green space such as the Wild Wood. Cllr. Fleming to speak to colleagues and report back.
Cllr Mecrow asked about SCC's approach to the Ukrainian refugee crisis. Cllr. Fleming referred to the item in her report and advised that this was currently being managed by a charity in Ipswich.
Cllr. Arbon asked if Cllr. Fleming had any information on when the weak bridge B1088 towards Norton would be repaired and reopened to HGV's. Cllr. Fleming had no information on this.
Cllr Belson noted the rise in the number of applications for solar farms and noted that there doesn't seem to be much of plan to co-ordinate these. Cllr. Fleming agreed and advised that this has been taken up at County level.

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- c) The Chair invited questions for Cllr Meyer on his report and any other matters. Cllr. Meyer advised that he would leave the meeting early but remained for the discussion on the Stanton development.

6. PUBLIC FORUM

There were no members of the public present.

7. PLANNING MATTERS

- a) DC/22/00637 Proposal: Full Planning Application – Change of Use of agricultural barns for B8 (Commercial Storage). Location: Church Farm, The Causeway, Walsham Le Willows, Suffolk IP31 3AB
- b) DC/22/00640 Proposal: Listed Building Consent - Works to facilitate use of barns for commercial storage (B8). Location: Church Farm, The Causeway, Walsham Le Willows, Suffolk IP31 3AB

The Parish Council Objected to applications 00637 and 00640. Consideration was given to the draft comments that Cllr. Belson had circulated prior to the meeting. Some amendments were proposed and approved. Cllr. Belson to revise and forward to the Clerk for submission.

- c) DC/22/00627 Proposal: Householder Application - Construction of swimming pool, associated landscaping and erection of pergola. Location: Grove Farm, Grove Road, Walsham Le Willows, IP31 3AD **The Parish Council made No Comment** on this application. Cllr. Mecrow asked that it be minuted that he dissented and wished to support with comment on conditions (as noted by the environment health report).
- d) STANTON DEVELOPMENT (WEST SUFFOLK) – to consider matters relating to this development. Cllrs Winch and Roberts referred to their previously circulated report and answered questions on their attendance at the meeting that was held for local Parish Council representatives. A comparison was made with the CoPart site at Sandy which is half the size of the proposed site at Shepherd's Grove. Cllr. Fleming said she thought that the Parish Council and BMSDC will both be consulted and a key concern, given that West Suffolk did not operate a Community Infrastructure Levy scheme, what financial benefits would accrue to Mid-Suffolk DC from s106 payments to West Suffolk DC, something that Cllr Meyer had also noted as a concern. There was some scepticism of the likelihood that the roundabout construction on the A143 and the development of the site itself would be concurrent thus minimising disruption to local communities. There was a discussion about how the negative impacts of this development could be tackled. Some ideas were to co-ordinate a group of impacted Parishes following on from initial contacts made; possibility of height restrictions on highways Unlikely, as Cllr Mecrow has pointed out, Summer Road/Causeway is a designated lorry route; Cllr Fleming suggested a travel plan but this relies on the MSDC enforcement team with whom previous experience of enforcement of the travel plan for the Wattisfield Road development had been disappointing; the application is expected during the summer and there should be another public consultation

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prior to this but the concern is that the period of time that would be available following notification of any planning application and decision – forward preparation will be essential. The following actions were proposed and approved: Cllr Fleming will check if an EIA should be required as this will enlarge the scope of the consultation and will also attempt to get Suffolk Highways engaged on this; Cllr Meyer will write to John Pateman-Gee to try to prompt a commitment to co-ordination between the cross border districts on this application; Cllr Bartholomew to contact other parishes that may have been impacted by Copart developments to see what can be learned from their experience; Cllr Winch will contact Green Ixworth to see if this might be the most appropriate way to foster co-ordination between parishes.

8. PLANNING OUTCOMES

- a) DC/22/00428 Proposal: Application for works to trees in a Conservation Area: Fell 1no Willow (T1) due to proximity to buildings Location: The Thumbit, Badwell Road, Walsham Le Willows, Suffolk IP31 3BT **MSDC MADE NO OBJECTION**
- b) DC/22/00092 Proposal: Householder Application - Erection of rear extension (following demolition of conservatory). Location: Felbrigge, Wattisfield Road, Walsham Le Willows, Suffolk IP31 3BD **MSDC GRANTED THIS APPLICATION**

9. NEIGHBOURHOOD PLAN

Cllrs. Belson & Mecrow reported that a lot of work has been done and is being done. The Housing Needs Assessment (68 pages) has been received back from AECOM which highlights issues of affordability, oversupply of smaller affordable housing units and shortage of affordable 1 and 2 bedroom units. The work on Design Code is not yet complete but all the contents have been mapped out and the AECOM write up is due soon. The last meeting focused on adding new green spaces to those already identified in the Local Plan and report back on position re designation of the village in the Local Plan. There is now a huge volume of content to read, but it is felt that the 15-page executive summaries needed further condensing into bullet points to aid quick review and improve accessibility. It was noted that Cllrs Belson and Mecrow and Sally Johnston in particular, have put in a huge amount of time on all this work. Work is now beginning on the built and natural environment policies. A policy will be written to address the issue of solar farm developments. The Clerk was asked what of all this has been published on the website. The Clerk advised that there had been few requests to publish on the website. Cllrs Belson and Mecrow to address this.

10. PLAY AREA DEVELOPMENT

Cllr Kinnair reported that, as previously advised by email, the Capital Grant and CIL bid offer letters had been received. He proposed that the £15,000 Capital grant offer be accepted. This was unanimously approved. Cllr Kinnair proposed that the CIL offer contract for £9,315.75 was also accepted as one final payment (rather than staged payments). This was

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unanimously approved. Clerk to sign and return both these letters on behalf of the Parish Council. The Parish Council considered the previously updated and circulated specification. A few more amendments were agreed and this was approved for publication. It was proposed that the tender now be published on the Contract Finder Portal as is required by Standing Order 18c. Clerk and Cllr Kinnair to liaise as necessary and Clerk to action asap.

11. FINANCE

- a) The Clerk proposed the approval of the bank reconciliation for period ending 28th February 2022. This was approved and duly signed by Cllr. Kinnair.
- b) The Clerk proposed the approval for signature of the accounts awaiting payment (appendix 1) These were approved and duly signed by Cllrs. Bartholomew and Kinnair.
- c) The Clerk proposed the review of earmarked and CIL reserves. It was decided that these should be left unamended until the next budget review.

12. STATUTORY BUSINESS

- a) The Clerk proposed the approval of reviewed policies 001-017 (including Internal Controls, Standing Orders and Financial Regs) for re-adoption at the Annual Meeting (as circulated on 04/02/2022 and 14/02/2022). Unanimously approved.
- b) The Clerk proposed the approval of the updated Register of Assets for approval with revaluations (circulated 01/03/2022). This was unanimously approved.
- c) The Clerk proposed the approval of the asset maintenance review for 2022. (circulated 01/03/2022). This was unanimously approved.
- d) The Clerk proposed the approval of the Clerk's contract reviewed at appraisal on 17th January 2022 and to base paid leave on core hours (circulated 01/03/2022). This was unanimously approved.
- e) The Clerk proposed the approval of the CGM contract as reviewed by Cllr. Winch for Play Area grass cutting (circulated to RB on 28/02/2022). This was unanimously approved.
- f) The Clerk proposed the approval the updated Risk Register (circulated 04/03/2022). This was unanimously approved.

13. CLERK & COUNCILLOR REPORTS

- a) The Clerk invited questions on action log items 9as previously circulated). There were none and no other matters of concern were raised.
- b) The Clerk advised that before the licence fee is paid some more scrutiny is given to the feasibility of the locations proposed for village gates with more detailed specifications as to the widths available for gates at either side of the highway at all locations bearing in mind that a gate on one side, with or without a single post on the other, may be appropriate at some of these. Cllr Belson asked for volunteers for this task. Cllrs Mecrow and Roberts kindly offered.
- c) Dates of 2nd and 3rd of April were proposed for the spring Litter Pick. These were agreed. Cllrs. Mecrow and Roberts to co-ordinate with assistance from the Clerk. Cllr Winch offered

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to assist on the day. Clerk to send out an email to previous volunteers with relevant paperwork to be followed up by Cllr. Roberts and Mecrow on the day. Clerk to request collection MSDC collection of arisings.

- d) Previously circulated correspondence from Walsham Wildwood requesting financial assistance with purchase of materials for the construction of a bench to commemorate the Queen's Platinum Jubilee was considered. After some deliberation Cllr. Arbon proposed that the Parish Council make a CIL grant to the amount as per the sales quotation (No. SQ0003416) from Clarkes in the sum of £179.81 (excl. vat). This was agreed and approved by a majority of councillors.
- e) To consider and receive any other matters of concern for noting only: There were none.

Meeting closed at 21:25

APENDIX 1

Payments for Authorisation March 2022

| # | Payments OUT | Amount | Description |
|---|---------------------------------------|----------|---|
| 1 | Suffolk Association of Local Councils | £54.00 | 6 Months Payroll Services |
| 2 | Community Council | £250.00 | Donation (s137 1972 LG Act) – see minute ref 11.2 – 09/02/2022) |
| 3 | Memorial Village Hall | £25.00 | Hall Hire Parish Council Meeting |
| 4 | Parish Council Employee | £542.21 | Wages |
| 5 | GoPak | £6753.90 | Staging for Memorial Hall |
| 6 | K Boardley (Multisigns Ltd) | £207.89 | Reimbursement for Litter Pick Signage |
| 7 | Clarkes | £297.00 | Replacement Village Sign Post |
| 8 | K Boardley (Abitech Systems Ltd) | £19.99 | Reimbursement for Printer Ink |
| # | Payments IN | Amount | Description |
| 1 | MSDC RECEIVED | £106.92 | Q3 grant for leaf sweeping |

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