



## WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 9<sup>th</sup> November 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, Roberts and Winch.

**ALSO PRESENT:** District Councillor Rick Meyer

1 OPENING – The meeting commenced at 19:00

### 2 APOLOGIES

- a) Apologies had been received from Cllr Mecrow due to illness.
- b) Council gave consent to apologies as received.

### 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 and to include declarations of any gifts of hospitality - None were declared.
- b) To receive declarations of lobbying for planning matters on the agenda - none were declared.
- c) To receive requests for dispensations – None required.

### 4 MINUTES

- a) Minutes for meeting of 12th October 2022, as previously circulated, were approved along with consent for the Chair to sign the minutes as a true and accurate record

5 PUBLIC FORUM - no members of the public were present.

6 REPORTS FOR INFORMATION - to receive written reports for information only:

Chair Neighbourhood Plan Steering Group and Cllr Fleming not in attendance.

- District Councillor Rick Meyer welcomed questions on his report. Cllr Winch asked a question about the ownership and development of the Broad Meadow site. Cllr Meyer explained that MSDC transfers ownership of such small sites to a 'growth company' to develop and to set quality standards as a benchmark for other developers. In that the Broad Meadow site will follow the Elmswell model. There are issues with power lines to be resolved before the development proceeds and this may mean that outline planning consent may have to be sought again. Cllr Belson raised the issue of the establishment of requirement for allowance for a 10 meter wildlife corridor on the northern side which would make the original proposal for 22 dwelling unrealistic. Cllr Meyer was confident that there will be engagement with the Parish Council on design issues as things proceed but as reminded that without an adopted Neighborhood Plan, the views of the Parish Council carry not much more weight than those of any other parishioner. However, once the Neighbourhood Plan gets to the stage of referendum it "starts gain weight" as part of the planning process and will support any comments the Parish Council may make on such matters.

So signed by the Chair at the meeting of 23rd November 2022

Cllr Belson raised questions about the balance sheet and income figures for CIFCO Capital, a property investment company established in 2017 and wholly owned by Babergh District Council (BDC) and Mid Suffolk District Council (MSDC) group, the purpose of which is to generate income to the Councils from property investment for the provision of services to their Districts, communities and residents. Cllr Meyer explained the profit and net income figures in the context of the balance sheet which is a snapshot at a given date. Although asset values can fluctuate widely over time the historical upward trend of income generation remains remarkably stable. Cllr Meyer referred councilors to the CIFCO website for more information.

<https://www.cifcocapital.com/>

## 7 PLANNING MATTERS

- a) SHEPHERD'S GROVE (WEST SUFFOLK) – no developments were noted.
- b) APPLICATION FOR PLANNING PERMISSION - DC/22/05048 ( and associated LISTED BUILDING CONSENT - DC/22/05049) Proposal: Full Planning Application - Conversion and extension of existing outbuilding to form residential annex. External alterations to existing garage to re-orientate the garage doors. Location: The Beeches, Grove Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AD THE PARISH COUNCIL MADE NO COMMENT
- c) APPLICATION FOR PLANNING PERMISSION - DC/22/05544 Proposal: Householder application - Erection of first floor and single storey side and rear extensions Location: Fairfield House, 3 Postmill Gardens, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3DZ THE PARISH COUNCIL MADE NO COMMENT

8 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only

- a) APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/22/04434  
Proposal: Notification of Works to Trees in a Conservation Area - Lift 26 No. Trees (T1 to T26) to 5m. Location: Brook House, Grove Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AD MSDC RAISED NO OBJECTIONS
- b) DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal: Discharge of Conditions Application for DC/22/01381 - Condition 3 (Roofing Materials) and Condition 5 (Eaves and Verges) Location: Four Ashes, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BZ Mid Suffolk District Council hereby gives notice that the details submitted in pursuance to the conditions referred to above have been determined as summarised below in relation to each relevant condition together with any appropriate comments, limitations or advice.

## 9 NEIGHBOURHOOD PLAN

- a) Council discussed the requirements and resolved that the Parish Council would co-ordinate the two yearly reviews which can be 'light touch' followed by a 6-week consultation with no further examination or referendum required to effect the change. It is hoped that existing neighbourhood plan group members can be persuaded to participate and assist the Parish Council with this according to their different areas of interest. Should the Local Plan change significantly the policies in the Neighbourhood Plan may need to be reviewed outside of this

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two-year review cycle. It was agreed that the review cycle will be set from the point that the NP is adopted by MSDC and that two yearly reviews should take place somewhere in September before the annual budget meeting.

## 10 PLAY AREA DEVELOPMENT

- a) Cllr Kinnair was pleased to report that the Play Area refurbishment had completed apart from minor snagging issues.
- b) The Clerk was asked to send the suppliers a copy of the RoSPA report inviting them to rectify the minor issues related to the new installation. Discussion about the condition and maintenance of existing wood equipment and how the maintenance would be managed. The Clerk was asked to draw up an action plan based on the RoSPA report and circulate noting all the issues discussed and starting to map out who may address these. Cllr Winch agreed to draft a form of words for new signage including the usual disclaimer and also for signage exclude dogs (apart from assistance dogs). Cllr Winch will also investigate new seating options.
- c) It was decided to postpone an open day until the spring after all snagging and maintenance issues had been addressed.
- d) Cllr Kinnair to draft notice publicising the completion of refurbishment and calling for volunteers to join an regular maintenance work party and circulate for approval.

## 11 FINANCE

- a) Council approved the bank reconciliation for period ending 31<sup>st</sup> October 2022 which was signed by Cllr Kinnair.
- b) Accounts awaiting payment summary and invoices were signed and payments approved by Cllrs Bartholomew and Kinnair (Appendix 1).
- c) Council received internal control check reports from Cllr Winch for April and Cllr Mecrow for July (circulated 22/09/2022). These were approved and signed by Cllrs. Winch and Mecrow with points for action by Clerk as noted.
- d) Council considered the submission of CIL bid enquiry form to MSDC for the Sports Club/Cycle access/footpath proposals in light of responses received from MSDC (emails circulated 04/10/2022 and follow ups from Ian Campbell and MSDC via Cllr Meyer). It was agreed that no bid can be submitted at this time. Cllr Meyer confirmed that he will continue to keep this issue on the radar with his contacts at MSDC.

## 12 STATUTORY BUSINESS - None

## 13 CLERK & COUNCILLOR REPORTS

- a) To consider and receive the updated action log for any matters of concern/note. Clerk was asked to resubmit request to BMSDC planning re the replanting of the hedge to the front of The Acorns.
- b) Consideration of way forward on Fishponds Lane, bollards or alternative etc postponed until next meeting when Cllr Mecrow is present.
- c) Councillors considered recent correspondence expressing concerns about road safety. It was decided to focus on one area at a time and then pursue that with Cllr Fleming and SCC highways. Cllr Belson agreed to draft some publicity for reporting 'near misses' that will So signed by the Chair at the meeting of 23rd November 2022

support the Parish Council's actions. Cllr Winch agreed to get a photograph that illustrates the issue for forwarding to the Clerk.

- d) Consideration of Parish Council ownership (possible disposal) of marquees and speed gun postponed until next meeting when Cllr Mecrow is present.
- e) Councillor's considered the 5 options as set out in the previously circulated Diocesan tree officer report. It was agreed to obtain 3 quotes on basis of the 4<sup>th</sup> option and in meantime Cllr Belson asked that as many councillors as possible took a look before a final decision is taken. (circulated 14/10/2022).
- f) The Clerk had not yet contacted the contractors who carried out the closed churchyard wall repairs. Further consideration Postponed until the next meeting.
- g) Council considered the email from BMSDC re Community Governance Review and submission from Botesdale and Rickinghall Parish Councils that three properties be moved into Rickinghall Inferior [presumably from Walsham] (email circulated 01/11/2022). The Clerk was asked to contact for clarification and to circulate the response.
- h) To consider and receive any other matters of concern/note. Cllr Winch asked that an agenda item be added for next meeting the possible identification and rejuvenation of ponds that exist around the village. Cllr Winch agreed to draw up a list of all such ponds and the land around them to assist in coming to a decision.
- i) Monthly Meetings – next meeting 23<sup>rd</sup> November 2022 (budget meeting), 7pm in Memorial Hall.

Meeting closed at 20:38

## APPENDIX 1

## Payments for Authorisation November 2022

#	Payments OUT	Amount	Description
1	Memorial Hall	£125.00	Hall Hire PC meeting & NP Consultation
2	CGM	£132.00	Grass cutting stream verges and play area
3	Playsafety Limited	£498.00	Post Installation/Annual Inspection Play Area
4	CompassPoint	£2,401.80	Neighbourhood Plan Consultancy
5	Rachel Leggett	£3,043.82	Neighbourhood Plan Consultancy
6	Parish Council Employee	£309.83	Wages – note P30 nothing to pay
7	Premier Play Solutions	£72,200.76	Paid on 01/11/2022 - Play Area supply & installation (less 5% retention). Authorised by approval of PO (minute ref 11b, 13 <sup>th</sup> July 2022): <a href="https://www.walsham-le-willows.org/wp-content/uploads/2022/07/20220713-parish-council-minutes.pdf">https://www.walsham-le-willows.org/wp-content/uploads/2022/07/20220713-parish-council-minutes.pdf</a>
#	Payments IN & Other Payments/Transfers	Amount	Description
1	Transfer to current account from deposit account	£72,000.00	To cover payment to Premier Play Solutions

So signed by the Chair at the meeting of 23rd November 2022