


WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 12th April 2023 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 and Winch.

ALSO PRESENT:

1	OPENING - including Statement, if any	Action
2	APOLOGIES a) None b) No consents required.	
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 received. b) To receive declarations of lobbying for planning matters on the agenda - none were requested. c) To receive requests for dispensations – None requested.	
4	MINUTES a) Minutes for meeting of 8 th March 2023, as previously circulated, were not approved as a suitable copy was not to hand for signature. Postponed until next meeting. b) The Chair ran through action points from minutes of 8 th March; it was noted that all completed apart from those against minutes 11g (JW), 12a (NM) and 12d (PA) which will be left with individual councillors to action and report back.	JW, NM, PA
5	c) REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: Cllrs Fleming and Meyer not in attendance due to upcoming elections.	
6	d) PUBLIC FORUM – Two members of the public were present. Detailed representations and objections were made to Council by both members of the public before consideration of planning application DC/23/01328.	
7	PLANNING MATTERS a) Matters relating to DC/22/2190/HYB Proposal Hybrid planning Location Land At Shepherds Grove Bury Road Stanton Suffolk – it was noted that there has been some recent traffic regulation on the A143 probably related to new documents published on planting, drainage and traffic monitoring. b) APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/23/01328 Proposal: Application for works to trees within a	

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	<p>Conservation Area - Reduce 4no Mature Lime trees, fell 1no Ash and remove a limb from 1no Cherry Location: 2 Avenue Cottages, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ PARISH COUNCIL OBJECTED on the following basis:</p> <p>The piecemeal cutting/lopping/pollarding of selected trees along this avenue will amount to a loss of amenity in a conservation area which is an important and long- established visual streetscape feature in the centre of the village.</p> <p>Any management of the lime trees lining The Avenue should be part of a planned programme to maintain the uniformity that is the feature of this avenue.</p> <p>The Clerk was asked to seek advice from David Pizzey, Arboricultural Officer at BMSDC.</p> <p>c) APPLICATION FOR PLANNING PERMISSION - DC/23/01362 Proposal: Householder Application - Erection of rear extension including new replacement windows. Location: Fairfield House, 3 Postmill Gardens, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3DZ THE PARISH COUNCIL MADE NO COMMENT</p> <p>d) An enquiry from Sam Stonehouse of Evolution Town Planning re potential application to build four houses within the Parish Boundary was noted. Cllrs Belson and Winch to meet Sam and/or applicant following proposed approval of draft Neighbourhood Plan (agenda item 9) and feedback to next meeting.</p>	
8	<p>PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a) APPLICATION FOR PLANNING PERMISSION - DC/23/00643 Proposal: Full Planning Application - Change of use of redundant grain barn to B8 storage Location: Four Ashes Farm, Badwell Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BT MSDC GRANTED PERMISSION WITH CONDITIONS</p>	
9	<p>NEIGHBOURHOOD PLAN</p> <p>Cllrs. IB and JW proposed the approval of the revised draft Neighbourhood Plan. Approval was unanimous. The plan can now be submitted to Babergh and Mid Suffolk District Council for publication & examination (as circulated 21/03/2023 and discussed with Parish Councillors at Zoom meeting on 6th April).</p>	
10	<p>PLAY AREA DEVELOPMENT – to receive report from Cllr Kinnair and consider any matters arising.</p>	

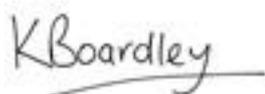
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	<p>a) Cllr Kinnair reported that the first spring working party was very successful and on behalf of the parish council he thanked the volunteers, and all involved. Cllr Kinnair had spoken with the Bury Free Press and a photographer (and maybe a reporter) will be in attendance. Cllrs Arbon and Winch agreed to being the 'meet and greet' contacts as Cllr Kinnair may be not able to be at the celebration day on 22nd April although he will do his best to be present. Cllr Winch agreed to contact the school and parents for permissions re photography. All Councillors apart from Cllrs Roberts and Mecrow are intending to be present.</p> <p>b) Cllrs. Arbon and Roberts will remove fallen highways playground signage until the Clerk hears from SCC Highways on their plans to collect/replace this. Cllrs. Arbon, Mecrow & Roberts to do a litter pick of the Play Area before 22nd. Cllr Arbon will source and angle grinder to deal with metal stumps from old skate park & remove signage referring to skate ramp. The new signage was taken by Cllr Roberts to for fitting.</p> <p>c) Cllr Bartholomew noted the damage from the springer to the play surface. The Clerk confirmed that enquiries had already been made of suppliers as to liability for repair of this and how it can be avoided in future. The Clerk will also mention the adjustment of the suspended rope on the Trim Trail which is now very close to the ground and touched the ground with the weight of a small child.</p>	<p>JW</p> <p>PA/TR PA/NM/TR</p> <p>PA</p> <p>PA/TR</p> <p>Clerk</p>
11	<p>FINANCE & AUDIT</p> <p>a) Bank reconciliation for period ending 31st March 2023 was for approved and signed.</p> <p>b) Summary of accounts awaiting payment and invoices for payment were approved and signed. (Appendix 1).</p> <p>c) The Parish Council received an invoice to the Sports Club and unanimously confirmed this was satisfactory for release of the payment of £8000 CIL grant to the Sports Club as previously approved at meeting on 10th August 2022 minute ref 11.</p> <p>d) Council unanimously approved the transfer of £16,500 from deposit to current account to cover payments for April and leave a working balance in the current account.</p> <p>e) Council unanimously approved the submission of the CIL expenditure report for submission to BMSDC infrastructure team.</p>	<p>Clerk</p> <p>Clerk</p>
12	<p>CLERK & COUNCILLOR REPORTS</p> <p>a) The action log was reviewed. Cllr Mecrow noted that he had not yet spoken with the landowner re access issues across his land from the Acorns site. Cllr Mecrow agreed follow this up. It was agreed to put the requirement for internal control checks on next agenda for agreement as to how these will be completed for 2023/24.</p>	<p>NM</p>

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	<p>b) Council considered proposal from Cllr Winch and Clerk on format of Annual Meeting of the Parish which will be publicised as Walsham le Willows Question Time. It was decided to move the date to Wednesday 24th in the Memorial Hall, 6-8pm, and light refreshments will be served. Publicity to be arranged.</p> <p>c) The proposal that a local young person do some regular litter picking to count towards their Duke of Edinburgh award (email circulated 10/03/2023) was unanimously approved following their very welcome participation in the spring litter pick. This proposal was unanimously approved and welcomed on the proviso that the young person is always accompanied by another (adult) adult and the litter picking is to be done <u>only</u> within the settlement boundary. Clerk to advise. Cllr Mecrow requested that the next organised village litter pick be placed on next agenda for discussion and also wanted to note the Parish Council's thanks to all those who volunteered their time to make the village look better.</p> <p>d) To consider and receive email correspondence from resident about speeding issues (circulated 28/03/2023). This was discussed and Council asked the Clerk to follow up on the offer of the formation of a speed-watch group making the necessary introductions with the Community Speed Watch Team and communicating the outline requirements for this to be agreed by that team.</p> <p>e) The report from the Clerk on village maintenance and proposal (circulated 05/04/2023) was considered and it was unanimously approved. Clerk to seek a quote.</p> <p>f) Proposal from Cllr Winch to offer practical support to the plans of the Sports Club for the Celebrations for the Coronation of His Majesty the King was unanimously approved/ Clerk to follow up.</p> <p>g) To consider and receive any other matters of concern/note for next agenda. The Clerk raised the re-siting of the Community Council shed and when this might now happen so that the new PC shed can be ordered. Cllr Bartholomew explained recent logistical issues but said that this was very much on the radar.</p> <p>h) Monthly Meetings –10th May 2023 7pm - Memorial Hall - this is the Annual Meeting of the Parish Council which is open to the public as usual. And on Wednesday 24th May 2023 6-8pm – Memorial Hall - Annual Walsham le Willows Question Time – to allow residents come along and with any questions, suggestions and comments.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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Proper Officer, Clerk to Walsham-le-Willows Parish Council

APPENDIX 1

Payments for Authorisation APRIL 2023

#	Payments OUT	Amount	Description
1	SALC	£495.72	Membership subs 2023/24
2	Sport Club	£8,000.00	Approved CIL bid
3	MultiSigns Ltd	£206.40	Play Area signage
4	Unity Trust Bank DIRECT DEBIT	£18.00	3 months to 31 March 2023
5	Memorial Hall	£25.00	Hire for March PC meeting
6	CGM	£264.00	Play Area x 2 – Stream verges x 2
7	Clarkes of Walsham	£37.14	£60.54 - credit 23.40 – Play Area Materials
8	Clarkes of Walsham	£415.80	Picnic Bench for Play Area x 1
9	Clarkes of Walsham	£415.80	Picnic Bench for Play Area x 1
10	Clarkes of Walsham	£98.48	Materials Play Area
11	Clarkes of Walsham	£49.21	Materials Play Area
12	CompassPoint	£1,800.00	Consultancy Fees Neighbourhood Plan
13	Suffolk County Council	£9,575.44	Phase iv streetlamp upgrades
14	SCC	£2,218.66	Delayed streelighting upgrades (final phase iv)
15	Rachel Leggett	£720.00	NP consultancy stage 4 x 2 days)
16	Employers Payslip	0.00	No PAYE due
17	Parish Council Employee	£876.07	Wages
#	Payments IN & Other Payments/Transfers	Amount	Description
1	Coney Weston Parish Council	£25.00	Contribution for planning consultancy report
2	Badwell Ash Parish Council	£25.00	Contribution for planning consultancy report
3	Deposit Account Interest	£168.45	3 months to March 31 2023
4	Precept	£12,298.00	2023/24 first payment DUE
5	Transfer from Deposit to Current account	£16,500.00	To cover this month's payments totalling £24,720 and leave working current account balance. (agenda item 11d)

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