


**WALSHAM le WILLOWS PARISH COUNCIL**

**MINUTES** of the meeting held on Wednesday 6<sup>th</sup> September 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. Bartholomew, Belson, Brookes, Tuck, Winch.

**ALSO PRESENT:**

1	<p><b>OPENING</b> - including Statement, if any</p> <p>The Chair spoke to Council about the contributions Maggie Barber made, not only as a former Chair of the Parish Council, but in all aspects of village life over her 50 years in the village. Cllr Belson spoke of her commitment, enthusiasm and indomitable spirit for protecting, promoting and nurturing relationships in all that she did. The Chair then called for a minute's silence in remembrance of Maggie. The Clerk was asked to write to Rob Barber to offer the condolences of the Parish Council to Rob and his family.</p>	<p>Action</p> <p>Clerk</p>
2	<p><b>APOLOGIES</b></p> <p>a) Apologies were received and accepted from Cllrs Mecrow and Roberts.</p>	
3	<p><b>DECLARATIONS of Pecuniary &amp; Non-Pecuniary Interests</b></p> <p>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.</p> <p>b) To receive declarations of lobbying for planning matters on the agenda – none received.</p> <p>a) To receive requests for dispensations – none required.</p>	
4	<p><b>MINUTES</b> - To Receive and consider the minutes of the following meetings (as previously circulated)</p> <ul style="list-style-type: none"> <li>• Minutes of the meeting of 9<sup>th</sup> August 2023 were approved and signed as a true and accurate record.</li> <li>• Review of actions assigned to councillors from last meeting – none.</li> </ul>	
5	<p><b>REPORTS FOR INFORMATION &amp; QUESTIONS</b> - to receive written reports &amp; put questions:</p> <p>a) District Councillor Winch</p> <ul style="list-style-type: none"> <li>• Cllr Belson queried the number of homeless applications for Mid-Suffolk. Cllr R Winch confirmed the number of 588 is the number declared for any reason and for any period of time over the past year and also that this is not high by comparison with other districts. Also, that it does not include those registered as asylum seekers.</li> <li>• Cllr Bartholomew wanted to minute a thank you to District Councillor Winch for signposting to the CIL funding for a local project. Cllr R Winch confirmed that applications should be submitted as it is</li> </ul>	

So signed by the Chair at the meeting of 11<sup>th</sup> October 2023

	<p>predicted that there will be less CIL funding in the near future due the impact of the economy on house building.</p> <p>b) County Councillor Fleming</p> <ul style="list-style-type: none"> <li>• Cllr Bartholomew asked about SCC finances in the light of Birmingham City Council declaring itself unable to balance its budget and rumours of a 'hole' in the SCC budget for this year. Cllr Fleming clarified that there is indeed a deficit but that this will be managed by moving resources from one budget to another allowing the budget to be balanced for this year. SCC have previously dipped into reserves, but this is not a sustainable solution and it is predicted that more councils are going to have the same problems.</li> <li>• Cllr Nick Tuck asked about the RAAC issue in SCC schools. Cllr Fleming advised that so far 5 high schools have been identified as affected.</li> <li>• Cllr Janette Winch asked about the weak bridge designation on the A1088 at Stowlangtoft causing the designated lorry route to be changed to route through Elmswell and Walsham le Willows for some years now. He asked about repairs as this as a SCC highways responsibility. He highlighted the impacts on surrounding villages, particularly in the light of development proposals for the Shepherd's Grove site which will produce a significant increase in traffic movements and potential damage to the bridge. Cllr Bartholomew wanted to know what was being done about the repairs. Cllr Fleming said that she would ask directly of the responsible cabinet member. Cllr J Winch also asked if the weight limit on the Causeway bridge could also be specified at the same time. Cllr Fleming to ask about this too.</li> <li>• Cllr Bartholomew asked about the recently replaced finger signage which not only has Walsham mis-spelled but also has already been hit and damaged by passing traffic. Cllr Fleming asked for the image we have of this to be forwarded to her which the Clerk did in the meeting. She will follow up.</li> </ul>	
6	PUBLIC FORUM - To receive questions and matters of concern from members of the public in attendance with regard to items on the agenda and Walsham le Willows in general – No members of the public present.	
7	<p>PLANNING MATTERS</p> <p>a) Matters relating to DC/22/2190/HYB (Jaynic) Proposal Hybrid planning Location Land At Shepherds Grove Bury Road Stanton Suffolk including Matters relating to DC/23/1154/OUT (Equation) Proposal to West Suffolk Planning Authority for Outline Planning Application (means of access to be considered) for demolition of existing buildings and structures to provide new employment floorspace (Classes E(g)(iii), B2 and B8) including vehicular access with all other matters reserved Location Shepherds Grove</p>	

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	<p>Industrial Estate East Sumner Road Hepworth Suffolk Applicant , Shepherds Grove Investment LLP</p> <ul style="list-style-type: none"> <li>• The receipt of email from Roger Spiller about the recently reported fire at a Copart site was noted. This had prompted further investigation which shows a history of large vehicle fires at Copart sites. Cllr Fleming was able to say that Gary Hancock was looking into it for SCC and the possibility of conditions requiring the removal of batteries before vehicles are brought to the site. Cllr Fleming thought that both these developments were unsustainable and does not understand how they passed the sustainability assessment. She is particularly concerned about how the demand for labour will affect existing businesses and services which are already struggling to fill vacancies.</li> <li>• The report from planning consultant, Andrea Long, was reviewed and some minor amendments made before it was approved for circulation to SCC Highways, West Suffolk District Council Planning Department, other local parishes with copies to District and County Councillors.</li> </ul> <p>b) APPLICATION FOR PLANNING PERMISSION - DC/23/03724 Proposal: Full Planning Application - Erection of commercial workshop. Location: Ashwell Construction Ltd, Summer Road, Walsham Le Willows, IP31 3AJ THE PARISH COUNCIL MADE NO COMMENT</p> <p>c) APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/23/04018 Proposal: Application under S73 for the Removal or Variation of a Condition following grant of DC/21/00694 dated 31/03/2021 Town and Country Planning Act 1990 (as amended)- Erection of single storey side extension and two storey rear extension (following demolition of outbuilding). To Vary Condition 2 (Approved Plans &amp; Documents) as per details received. Location: 4 Grove Road, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3AF</p> <p>d) Variation of conditions 4 Grove Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3AF DC/23/04018 (in relation to grant of DC/21/00694 dated 31/03/2021) THE PARISH COUNCIL MADE NO COMMENT</p>	Clerk
8	<p>PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a) APPLICATION FOR PLANNING PERMISSION - DC/23/02867 Proposal: Full Planning Application - Conversion of and extension to existing outbuilding to form residential annex. External alterations to existing garage to re-orientate the garage doors (resubmission of withdrawn application DC/22/05048). Location: The Beeches, Grove Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AD AND Related Listed Building consent DC/23/02868 MSDC GRANTED THESE APPLICATIONS</p> <p>b) APPLICATION FOR PLANNING PERMISSION - DC/23/02819 Proposal: Planning Application. Replacement of old storage container for green equipment. Retention of existing container. Location: Walsham Le Willows</p>	

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	<p>Memorial Village Hall, The Street, Walsham Le Willows, IP313AA MSDC GRANTED THESE APPLICATIONS</p> <p>c) APPLICATION FOR PLANNING PERMISSION - DC/23/03018 Proposal: Householder Application - Installation of wood burning stove. Location: 6 The Maltings, Wattisfield Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BD MSDC GRANTED THIS APPLICATION</p> <p>d) APPLICATION FOR LISTED BUILDING CONSENT - DC/23/03093 Proposal: Application for Listed Building Consent - Remedial works and alterations. As detailed within the schedule of works. Location: Old Hall, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BN PERMISSION GRANTED BY MSDC</p> <p>APPLICATION FOR LISTED BUILDING CONSENT - DC/23/03094 (and related LBC Proposal: Application for Listed Building Consent - Remedial works and alterations (2). As detailed within the schedule of works. Location: Old Hall, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BN PERMISSION GRANTED BY MSDC</p>	
9	<p>NEIGHBOURHOOD PLAN – to receive any comments from Parish Council representatives (Cllrs. Belson &amp; Mecrow) and consider any matters arising</p> <p>a) The Clerk proposed that a draft for Neighbourhood Plan publicity is put together now in readiness for the notice of referendum from MSDC to be sure to meet the deadline for the October Observer. In the absence of a definite date, the Parish Council decided to draft a notice that would alert people to the upcoming referendum and asks them to watch out for the notice of a date. Cllr Belson to pass directly to the editor of the Observer and the Clerk for publication on other channels.</p>	RB, Clerk
10	<p>PLAY AREA – consider any matters arising.</p> <p>a) Clerk advised that new recycling bins have arrived and requested volunteers from among councillors for installation. Cllr Belson will contact Cllr Roberts who has the bins and they will arrange for this to be done.</p>	RB, TR
11	<p>FINANCE &amp; AUDIT</p> <p>a) Bank reconciliation for the period ending 31<sup>st</sup> August 2023 was approved and signed.</p> <p>b) Accounts awaiting payment summary and invoices for payment were approved and signed. (Appendix 1).</p> <p>c) Council consider and receive note on asset register review prior to insurance renewal in October and the insurance schedule cover until end September 2023. Note circulated 01/09/2023 (and updated). It was agreed that the Clerk should amend the cover to take account of changes of an overall increase in asset value, all risks and damage to property insured, and fidelity guarantee amounts and 'sum insured for buildings'. Clerk proposed:</p> <ul style="list-style-type: none"> <li>that the bracket for fidelity guarantee is reduced if possible, in line with year-end figures for 2022/23 + 50% (95,000).</li> </ul>	

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	<ul style="list-style-type: none"> <li>that the declared amount for property damage is adjusted in line with asset register revaluation (to 178,871.34).</li> <li>that the 'buildings insured' amount remove if that is possible on this policy.</li> <li>Declarations made as follows: budgeted income (35,000); Wage roll (8,000); and Volunteers (13).</li> </ul> <p>This proposal was unanimously agreed. Clerk to arrange with broker.</p>	Clerk
12	<p>PARISH COUNCIL OBJECTIVES – 2023/24</p> <p>Following on from discussions since the meeting was held Cllr J Winch proposed (by email):</p> <p>a) Cllr Winch proposed that it is agreed that there is to be a questionnaire on 20's plenty for Suffolk and that a small group is assigned to compose the questionnaire and circulate to all councillors for agreement for publication in the October Observer (deadline the end of September). The Clerk has advised 3 resident volunteers for this working group. Proposal unanimously approved.</p> <p>b) Cllr Winch proposed that the 20's Plenty questionnaire is also set up for electronic completion via website and facebook, and that this is publicised to the Parish Council's mailing list of interested parties. The Clerk proposed that the questionnaire is compiled on an electronic platform and any paper format derived from that (e.g. survey monkey). Proposal unanimously approved.</p>	JW  JW
13	<p>CLERK &amp; COUNCILLOR REPORTS</p> <p>a) Updated action log was reviewed for any matters of concern/note. There were none.</p> <p>b) Proposal from Clerk for the purchase of a new strimmer for use in the closed churchyard based on quotes from SuffokAgri as circulated on 22/08/2023. Was unanimously approved. Clerk to arrange.</p> <p>c) Councillor training (x2 modules at £30 each) for Cllrs. Brookes and Tuck was unanimously approved. Cllr Tuck to advise dates.</p> <p>d) To consider and receive any other matters of concern/note for the next agenda.</p> <ul style="list-style-type: none"> <li>Play Area - Cllr IB addressed the surfacing issues around the roundabout. Clerk confirmed that the managing director had confirmed that he would get back with possible dates for on-site meeting with Councillors. This will be delayed due to the workload for school returns.</li> <li>Cllr JW suggested Pride of Place grant could be used for footpath mapping. It was also suggested that it could be used for purchase of the strimmer required for closed churchyard maintenance. Clerk to apply for the £250 grant before the October deadline.</li> <li>Cllr AB – Enquiry about ownership of land and responsibility for upkeep. Cllr Belson agreed to look into this and report back.</li> </ul>	Clerk  NT, Clerk  Clerk  Clerk RB

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<ul style="list-style-type: none"> <li>• Cllr IB gave some information about possible ownership of Fishponds Lane. Clerk to write to ask. UKPN are still intending to get back to us on the same issue.</li> </ul> <p>Meeting Closed at 20:45</p> <p>Next Meeting – 11<sup>th</sup> October 2023 7pm - Memorial Hall.</p>	Clerk
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## APPENDIX 1

## Payments for Authorisation SEPTEMBER 2023

#	Payments OUT	Amount	Description
1	M&TJ's	354.00	Play area hedge cutting & churchyard grass cut
2	CGM	132.00	Grass cutting play area and stream
3	GB Pollard	46.38	2nd Cut Footpaths, grant disbursement
4	P Dryden	48.00	2nd Cut Footpaths, grant disbursement
5	M Hawes	74.70	2nd Cut Footpaths, grant disbursement
6	Martineau Farms LLP	184.74	2nd Cut Footpaths, grant disbursement
7	H Reeve	25.09	2nd Cut Footpaths, grant disbursement
8	H Reeve	176.58	2nd Cut Footpaths, grant disbursement
9	Parish Council Employee	518.14	Wages
10	HMRC Cumbernauld	366.80	Employers PAYE
11	MultiSigns Ltd	18.00	Delivery charge last order - 2 payments 15.00 & 3.00
12	MSDC	156.99	Parish Election re-charges
13	Memorial Village Hall	54.00	Memorial Hall Hire monthly meeting and extra meeting on 23/08 – 2 payments 25.00 & 29.00
14	Trevor Seeley (Elite Fencing)	620.00	Play Area New gates
15	Glasdon	947.10	2 new recycling bins for play area with signage (x4) & ground fixings
#	Payments IN & Other Payments/Transfers	Amount	Description
1	PlanningPortal.co.uk RECD	58.50	Refund of planning application fee
2	Footpaths grant RECD	555.49	Second cut
3	Neighbourhood Planning Grant RECD	1790.00	For last stage of work on the plan
4	Precept DUE	12,298.00	2 <sup>nd</sup> payment

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