


WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 8thth November 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, Mecrow, Tuck, Roberts, Winch.

ALSO PRESENT: District Councillor R Winch; County Councillor Fleming

1	OPENING - including Statement, if any	Action
2	APOLOGIES a) None received	
3	DECLARATIONS of Pecuniary & Non-Pecuniary Interests a) Declarations of pecuniary, local non-pecuniary interest(s) incl. personal interests in items on the agenda including any gifts of hospitality – Cllrs Bartholomew & Roberts 12c; Cllr Tuck 12c and 9b b) To receive declarations of lobbying for planning matters on the agenda – none received. a) To receive requests for dispensations – approved for both Cllr Bartholomew and Cllr Tuck.	
4	MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) <ul style="list-style-type: none"> • Minutes of the meeting of 11th October 2023 were approved and signed as a true and accurate record. • Review of actions assigned to councillors from last meeting – most had been completed, Clerk to follow up those outstanding with councillors. 	
5	REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: a) District Cllr Winch noted the situation with the development of Solar Farms and the current lack of central government guidance to allow local authorities to develop planning policy. A supplementary planning document is planned for January. He also noted working group that will do a review of sustainable integrated transport in the district, particularly in relation to the possible village schemes. Parish Council were advised that a representative will come to a parish council meeting to facilitate input. b) County Councillor Fleming highlighted the consultation for mobile libraries and urged the Parish Council to encourage feedback to head off any potential withdrawal of the services. She also noted that this is an opportune moment to report damaged or missing road signage.	
6	PUBLIC FORUM (taken before agenda item 5) - 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.	

So signed by the Chair at the meeting of 22nd November 2023

	<ul style="list-style-type: none"> • Nine members of the public present who raised issues with regard to the flooding on 20th October. • Chair Cllr Richard Belson set out the plan for the evening asking people to focus their thoughts for both short-term and long-term issues arising from the flood on 20th October. • Lots of points were made with information exchanged on the impact and possible causes of the flooding, both generally and to specific homes and areas of the village. Also discussed was the community response and ways this might be improved if such an event were to be repeated. All will be considered by the working group that is to be set up to review the response and the Community Emergency Plan. 	
7	<p>FLOOD RESPONSE</p> <p>a) Council discussed the feedback from members of the public (minute 6) some whom were directly impacted by the flood 20th October, although all were impacted in some way. Also discussed were broader issues relating to the Community Emergency plan. The feedback will prove very helpful with lots of points made and information exchanged on the impact and possible causes of the flooding and ways this might be mitigated.</p> <p>b) Cllr Mecrow proposed the Council set up two working groups, one to correlate the impact of flood 20th October and immediate lessons to be learnt, the other to feed into revisions of the Community Emergency Plan. Both groups will report back to the PC who will in turn liaise with SCC, other relevant agencies and individuals to take matters forward. This proposal was unanimously approved with the first meeting the Community Emergency Plan group to be deferred until Cllr Brookes has been in touch again with a new point of contact at MSDC who will assist with the development of the community emergency plan. Cllr Brookes will make further contact and report back to Council at the earliest opportunity. In the meantime, the Flood Working Group will meet on the 13/11/2023. Memberships agreed as follows:- Flood Group: Cllrs J Winch, Roberts, Mecrow and the Clerk Community Emergency Plan Group: Cllrs Brookes, Bartholomew and the Clerk.</p> <p>c) It was agreed that changes required to the risk register relating to flooding will be formulated by the Flood Working Group.</p>	
8	<p>PLANNING MATTERS</p> <p>a) Matters relating to DC/22/2190/HYB Proposal Hybrid planning Location Land At Shepherds Grove Bury Road Stanton Suffolk (Jaynic proposal).</p> <ul style="list-style-type: none"> • the Parish Council received an email forwarded from planning advising that Copart have pulled out of this development but that Jaynic will be seeking other occupants for the site under the same outstanding permissions are granted. <p>b) Matters relating to DC/23/1154/OUT Proposal to West Suffolk Planning Authority for Outline Planning Application (means of access to be</p>	

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	<p>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 Industrial Estate East Sumner Road Hepworth Suffolk Applicant , Shepherds Grove Investment LLP (Equation proposal) – NOTHING TO NOTE</p> <p>c) AP/23/00043 The Blue Boar The Street Walsham Le Willows Bury St Edmunds Suffolk IP31 3AA TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78 Appeal Reference:APP/W3520/W/23/3320890 Appeal by: Ms B Drewitt Proposal: Full Planning Application - Erection of 1.8m high rear fencing, including gate. (retention of) Location: The Blue Boar, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP313AA Appeal Start Date: 17/10/2023 THE PARISH COUNCIL DECIDED TO MAKE NO CHANGE TO PREVIOUS COMMENT AND NO OTHER REPRESENTATION TO THE PLANNING INSPECTORATE</p>	
9	<p>PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a) APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/23/04483 Proposal: Application for works to a tree in a Conservation Area - Fell 1No Walnut tree (T1 in Arboricultural Report) to ground level and treat stump to inhibit re-growth due to clay shrinkage and subsidence damage. Location: The Elms, Badwell Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BT MSDC RAISED NO OBJECTION</p> <p>b) Decision Notice DC/23/03612 Proposal: Discharge of Conditions Application for DC/22/01898 - Conditions 3 (Method Statement), 4 (Fenestration), 5 (Staircase), 7 (Materials - Extension), 9 (Materials - Courtyard Wall) and 10 (Closing Up Of Wall) Location: The Priory, The Causeway, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AB NOTED BY PARISH COUNCIL</p> <p>c) Application DC/23/04574 Proposal & Location of Development: Full Planning Application - Erection of replacement shed. Walsham Le Willows Memorial Village Hall, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AA MSDC GRANTED PERMISSION</p>	
10	<p>NEIGHBOURHOOD PLAN – to receive any comments from Parish Council representatives (Cllrs. Belson & Mecrow) and consider any matters arising</p> <p>a) Referendum date 21st November, polling station The Memorial Hall; polling cards should have been received and flyers will go out to all addresses in parish in the week preceding the referendum.</p>	
11	<p>PLAY AREA – consider any matters arising.</p> <p>a) 4th November working party did not go ahead as planned due to wet weather, but Cllr Winch did pick up litter and applied some topsoil as was agreed. 13th November was agreed for another try. More topsoil needed and work on hedge to be attended to. Cllr Roberts will attempt to install the new recycling bins. Cllr Bartholomew raised issue of safety in and around the drainage ditch that borders the play area during the heavy rains/floods. It</p>	

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	<p>was noted that it is impossible to close off the play area in such circumstances. To be addressed by the CEP/Flood working group.</p> <p>b) The annual RoSPA report including the highlighted matter was considered. The Clerk was asked to contact Premier Play Solutions to see if they could give an opinion at the same time as attention to a couple of other minor matters.</p>	<p>TR & others</p> <p>Clerk</p>
12	<p>FINANCE & AUDIT</p> <p>a) The bank reconciliation for period ending 31st October 2023 was approved for signature.</p> <p>b) Accounts awaiting payment summary and invoices for payment were approved for online authorisation. (Appendix 1).</p> <p>c) CIL grant application from Memorial Hall committee (circulated 22/10/2023) was considered with clarifications provided by Cllr Bartholomew (as trustee of memorial hall charity). Cllr J Winch proposed support for the application which was unanimously agreed in sum of £2,267 as bid. Clerk will await submission of final invoices.</p>	
13	<p>CLERK & COUNCILLOR REPORTS</p> <p>a) To consider and receive the updated action log for any matters of concern/note. Nothing of note other than updating of the Community Emergency Plan which is in hand (see minute 7).</p> <p>b) To consider anything relating to Parish Council Objectives 2023/24</p> <ol style="list-style-type: none"> 1 Traffic calming & 20's Plenty – Cllr J Winch had circulated notes from last group meeting and will present finding at December meeting of Parish Council. 2 Footpaths & Permissive Paths – Cllr Belson was please to advise that he had been notified that replacement finger posts for footpaths will be actioned soon. 3 Publicity requirements for Shepherd's Grove site – nothing of note <p>c) Council considered email from ZeroHour requesting support from Council for the Climate and Ecology Bill, as circulated 18/10/2023. Given other pressing issues no proposal was forthcoming.</p> <p>d) Council considered email from SCC re updates to bus strategy and decide on feedback to be submitted, as circulated 03/11/2023. It was felt that with current live issues that there was not time or resource to carry out the consultation necessary to establish time slots that would be proposed and, in the process, reaching parishioners who may not be able to access an online consultation. IT was agreed that no action would be taken at this time.</p> <p>e) To consider and receive any other matters of concern/note for next agenda.</p> <ul style="list-style-type: none"> • Cllr J Winch noted the Risk Register needs updating in relation to run-off flooding situations and the risks posed from isolation by such events. This will be addressed as part of review if Community Emergency Plan (see minute 7). 	

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	<ul style="list-style-type: none"> • Cllr Mecrow noted review needed of management of stream bed by the flood working group to assess if anything needs to be done in this regard. • Cllr Belson had received enquiries re risk assessments completed by contractor for closed churchyard. The Clerk advised that it was assumed that contractors would carry out their own risk assessment. Cllr Belson to respond. <p>a) Next Meeting – BUDGET 2024/25 - 22nd November 2023 7pm - Memorial Hall.</p>	RB
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APPENDIX 1

Payments for Authorisation November 2023

#	Payments OUT	Amount	Description
1	Parish Council Employee	498.88	Wages
2	Gipping Press	129.60	Neighbourhood Plan referendum printing & publicity
3	Memorial Village Hall	27.00	October PC meeting hall hire
4	Community Council	35.00	Observer Colour Cover November 2023
5	Playsaftey Ltd	140.40	Annual Play Area Inspection Report
#	Payments IN & Other Payments/Transfers	Amount	Description
1	MSDC Rec'd	250.00	Price in Your Place Grant

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