




WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 14th February 2024 commencing at 7.00 p.m. in the Memorial Hall.

[Informally approved. Formal approval, at the next meeting with any corrections]

PRESENT: Cllrs. Bartholomew, Belson, Brookes, Mecrow, Roberts, Tuck, Winch.

ALSO PRESENT: District Councillor R Winch & 2 members of public

| 1 | OPENING - including Statement, if any | Action |
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| 2 | APOLOGIES a) County Councillor Jessica Fleming. No consents required. | |
| 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 – None received. b) To receive declarations of lobbying for planning matters on the agenda – None received. | |
| 4 | MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a) Minutes of the meeting of 10 th January 2024 were approved and signed as a true and accurate record. b) All actions agreed at last meeting were checked and had been completed. | |
| 5 | REPORTS FOR INFORMATION & QUESTIONS - to receive written reports a) District Councillor Winch <ul style="list-style-type: none"> • Cllr Belson asked about the proposal for investing some of the reserves in a number of projects to benefit the community and for reassurance that this would not put the council in financial difficulties. Cllr R Winch was able to confirm that the proposed expenditure would in no way threaten the council's financial strength. b) County Councillor Fleming <ul style="list-style-type: none"> • Cllr Belson noted that Cllr Fleming's report referred to work soon to take place on the Stowlangtoft Bridge and that the Parish Council will be invited to attend the working group meetings. • Cllr Mecrow noted information from the West Suffolk planning portal re the air quality issues that need to be addressed in Great Barton and the potential impact on traffic though other villages. Clerk to circulate link provided. • Cllr J Winch raised the issue of available locality funding from Cllr Fleming's budget for the current financial year. The Clerk was asked to obtain a quote from Westcotec for a new solar powered speed indicator device for Wattisfield Road and submit this to Cllr Fleming. • The response from SCC Community Liaison Engineer, Josh White and Cllr Jessica Fleming re the request for Chevron signage on the Summer Road | <div style="text-align: center;">   Clerk Clerk </div> |

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| | <p>bends near Chapel Road. Cllr Roberts noted has since been observed that there are many young people visiting this area which was the site of a fatal accident recently, and parking on the verges. The Clerk was asked to write to Highways (copies to Hepworth, Wattisfield and Stanton asking them to support) to request that:</p> <ul style="list-style-type: none"> o temporary warning signage of visiting pedestrians could be erected at this location o the 'Slow' signage could be reinstated o central road markings are repainted o that chevron signage is erected to indicate the sharp bends | Clerk |
| 6 | <p>PUBLIC FORUM - To receive questions and matters of concern from members of the public in attendance about items on the agenda and Walsham le Willows in general. Two members of public were present.</p> <p>a) A resident of Elm Drive enquired as to what information the Parish Council had about the purpose of drone flying over the site between Elm Drive and Grove Road including the measurement of the streets behind the site. Cllr Belson advised that the Parish Council currently had no information and that any planning application that may arise would be advised to the clerk in first instance and that the Parish Council would then discuss at the following meeting at which residents would be welcome to express their views in the usual way. Immediate neighbours may also be advised directly but this is not a requirement on the planning authority. Cllr Belson was able to advise that the recently adopted neighbourhood plan did not designate any sites for development but that it had been anticipated that this site might be put forward at some point and has addressed how it and similar sites might be developed. Cllr Belson also advised that for any site of more than 5 dwellings, the developer would need to draw up a masterplan before submitted an application.</p> <p>b) A resident wished to draw the attention of the Parish Council to the inappropriate nature of the retrospective planning application DC/24/00519 in a conservation area before this was considered for comment.</p> <p>c) Cllr J. Winch proposed that the March meeting is promoted for focus on the Flood Response and Community Emergency Plan and the April meeting for focus on Traffic Management Proposals and encouraging members of the public to come along to discuss. This was unanimously approved. Clerk to arrange for public notices.</p> | Clerk |
| 7 | <p>FLOOD RESPONSE</p> <p>a) Cllr Winch gave an update. Two evidence documents (stream, bridges and 'run-off, ditches, drains and culverts) almost completed and will be presented for approval at next meeting with proposal that these are immediately circulated to relevant agencies to raise profile ahead of request for this information by SCC. It was noted that Walsham le Willows has been prioritised 13 of 48 communities in Suffolk identified for flood investigations.</p> | |

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| | <p>It has been advised that in normal circumstances 3 such investigations are undertaken and completed annually. SCC are diverting resources to try to speed this up following the October flooding.</p> <p>b) The notification by email about the substance seen floating on surface of the stream outside Millar's Bridge had been followed up and it was ascertained that this was sawdust and resin from the felling of a large number of leylandii just a little upstream. It is probably now cleared following rain on 13th February.</p> <p>The Clerk was asked to report again the drain outside Clarkes which although now flowing properly into the stream along the culvert, has sunken further into the road. Already reported by residents (reports 450701 & 452355). Reported again.</p> <p>Also to report the bad potholes that have opened up again on the Badwell Road at Four Ashes corner. These had already been reported by 2 residents and have been given a 20 day priority for resolution (reports 449941 & 450258). Reported again.</p> | <p>Clerk</p> <p>Clerk</p> |
| 8 | <p>COMMUNITY EMERGENCY PLAN (CEP)</p> <p>a) Cllrs Brookes and Bartholomew reported that although they are still waiting for the formal guidance that is being updated by SCC, good progress has been made with productive meetings and discussions with SCC Emergency Planning Unit. The draft document prepared by Walsham PC was praised by the officers as a possible model for all CEPs but once SCC have completed their task of preparing a guidance template we will need to retrospectively ensure that our CEP aligns effectively with the SCC plan. In the meantime, the interim report will be presented as a live document, for approval and adoption as a policy statement at the next meeting. Work will continue on next version (volunteers will need to be identified and emergency supplies need to be identified and stored).</p> | |
| 9 | <p>PLANNING MATTERS</p> <p>a) Matters relating to development of the Shepherds Grove site: Nothing other than estate agent seems to be promoting heavily even though the application has not yet been granted.</p> <p>b) APPLICATION FOR PLANNING PERMISSION - DC/24/00519 Proposal: Householder Application- Erection of new willow screen fencing and wooden pergola over small garden hot tub (retention of) Location: 1 Vine Cottages, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ</p> <p>PARISH COUNCIL OBJECTS FOR FOLLOWING REASONS:</p> <p>We would like to lodge our objections to this application in the strongest terms possible. Our main points of objection are :</p> <p>1 The proposal has a significantly detrimental impact on the Walsham le Willows Conservation Area. Objective 1 of the village Neighbourhood</p> | |

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| | <p>Plan is “to ensure that all new development enhances and respects the existing character of the village”. This development does neither. It is also in a highly visible position and is clearly seen by both pedestrians and motorists as they pass through the Conservation Area; it is a blemish on a street scene dominated by old cottages and listed buildings.</p> <ol style="list-style-type: none"> 2 The proposal impacts adversely on a Non-designated Heritage Asset. Vine Cottages have been designated as “the remains of a group of buildings once standing around a yard”. Their value lies in their attractiveness as a group, but also as an example of a pattern of development found in several places in the village, where a group of 2 or 3 or 4 dwellings were built around three sides of a courtyard with the fourth side opening onto the road. A good example from the village is NDHA 6 – Barn Cottage and South Side – this shows very clearly how Vine Cottages should appear and the extent to which the proposed development has completely masked an attractive and very interesting facet of the built environment in Walsham. 3 The choice of building materials lacks imagination and has resulted in structures which appear temporary and, even after just a few months, shabby. The Design Guidance which forms part of the Neighbourhood Plan states that in assessing the building materials that are proposed we should start with these three questions : what is (are) the distinctive material(s) in the area; does the proposed material harmonise with the local materials; does the proposal use high-quality materials ? The proposal clearly fails this test. 4 The installation of a hot-tub has resulted in recurring examples of anti-social behaviour. Experience has now shown that the “holiday cottage”, “the weekend away” and access to a hot-tub has led to very noisy, boisterous and at times offensive behaviour taking place outside, a few metres from the village street and immediately next to neighbouring properties. Unfortunately, those involved in such behaviour are only resident here for a few days, are unlikely to return to the village, and appear to show little or no respect for the permanent residents. 5 The development has resulted in a serious loss of amenity value for people living in this part of the village. Neighbouring properties have found that access to light has diminished, outlook has been severely curtailed, and the noise and disturbance has greatly increased. It is difficult to over-estimate the negative impact that this development has had on this immediate part of the village. <p>It is very regrettable that this development went ahead without either consultation or the appropriate planning application. Events have however shown quite conclusively that such a development is inappropriate for this location and is highly detrimental to both the built environment and the social environment. We urge that this application be rejected.</p> | |
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| | <p>c) APPLICATION FOR PRIOR APPROVAL - AGRICULTURAL TO DWELLING - DC/24/00473 Proposal: Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwelling (Class C3), and for Associated Operational Development under the Town and Country Planning (General Permitted Development) Order 2015 Schedule 2, Part 3, Class Q - Convert barn to form 1No Dwelling. Location: Cobbold, West Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AP</p> <p>PARISH COUNCIL IN SUPPORT THE APPLICATION FOR CHANGE OF USE WITH CONDITION THAT A 30MPH LIMIT IS APPLIED TO WEST STREET</p> <p>The reasons for this condition being sought is that the site does not meet the criteria for connectivity to the main village and in particular for safe use by pedestrians and cyclists. This stretch of road currently has the national speed limit in spite of having a series of sharp bends and no footpaths whilst at the same time the area has growing residential use. There is a history of accidents on this stretch of road including a fatality, vehicle damage and damage to property from vehicles leaving the road. There are regular near misses for vehicles meeting oncoming traffic including HGVs crossing the carriageway and it is currently very unsafe for pedestrians and cyclists due to vehicle speeds. In addition, the pattern of land drainage/run-off is such that it creates regularly flooded roads in this location which then create treacherous conditions with the onset of freezing temperatures.</p> | |
| 10 | <p>PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a) APPLICATION FOR PLANNING PERMISSION - DC/23/05490 Proposal: Householder Application - Erection of two storey side extension (following demolition of garage and porch) Location: 12 Wattisfield Road, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3BD MSDC GRANTED PERMISSION</p> | |
| 11 | <p>ASSET MAINTENANCE REVIEWS</p> <p>a) Cllrs Winch and Brookes (Bus Shelters): Clerk was asked to make enquiries of local contractors and seek quotes for work proposed in report.</p> <p>b) Cllr Tuck Village Sign (Village Notice Board, Dog Fouling Signage, Horse Riding Signage). All ok apart from village noticeboard which needs some attention. Cllr Tuck will make enquiries with a contact he has in the village.</p> <p>c) Cllr Bartholomew (Play Park Equipment). See agenda item 12a)</p> <p>d) Cllr Mecrow (Street Lights & Litter Pick Equipment). Mainly ok. Some issues with ivy growth on posts in The Causeway; Acorns signage needs removing; and one post cover (Townhouse Road) needs repairing currently held on with tape. Clerk to enquire if this is covered under extended annual maintenance contract with SCC.</p> <p>e) Cllr Belson (Dog & Litter Bins, Grit Bins). The grit bins are all currently full and show no signs of being used. As they are now all sited at priority 1 and 2 routes for gritting by SCC they no longer meet the criteria for siting and refilling and so seem to be unnecessary. Cllr Belson proposed they were</p> | <p>Clerk</p> <p>NT</p> <p>Clerk</p> |

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| | <p>removed and this was approved. Clerk to make enquiries with SCC re removal.</p> <p>f) Cllr Roberts (Speed Gun, Ride on Mower, Strimmer, 2 x Speed Indicator Devices (incl batteries and housings), Exhibition Boards, SID solar panel and battery, Solar Panel for SID, Leaf sweeper, New Strimmer). All ok.</p> <p>g) Clerk (Street Orderly Barrow, Projector, Litter Pick Signage, No Access Signage, Litter Picker Stick, Post Box, Xerox Printer) All present and ok.</p> | <p>Clerk</p> <p>Clerk</p> |
| 12 | <p>PLAY AREA – consider any matters arising.</p> <p>h) Cllr Bartholomew proposed that final decision be made to address the high-risk rating from the most recent RoSPA report of the defective wooden poles on the large swing. x2 posts on rope swing need replacing. Clerk to make enquiries with Premier Play Solutions.</p> | Clerk |
| 13 | <p>FINANCE & AUDIT</p> <p>a) Bank reconciliation for period ending 10th January 2024 was approved for signature.</p> <p>b) Accounts awaiting payment summary and invoices for payment (Appendix 1) were approved for signature.</p> | |
| 14 | <p>CLERK & COUNCILLOR REPORTS</p> <p>a) To consider and receive the updated action log for any matters of concern/note. Clerk asked for assistance on identifying new dwelling for count against application since the figure established in the Neighbourhood Plan. This record was updated. Applications for new dwellings will now be added as they are granted to keep this record to date for easy reference.</p> <p>b) To consider anything relating to Parish Council Objectives 2023/24, nothing of note.</p> <p>c) Clerk's appraisal date with Cllrs. J Winch and Bartholomew was agreed as 28 March 3pm onwards. Exact time to be agreed.</p> <p>d) A request from booking manager for the Memorial Hall to change September 2024 meeting date from 11th to 12th. Wednesday to Thursday was approved. Clerk to amend notices and advertising.</p> <p>e) Enquiry advised by Clerk re moles in closed churchyard was considered, along with quotes previously circulated. Clerk was asked to contact 2BorderPestControl as the best option from the 5 quotes obtained.</p> <p>f) To consider and receive email correspondence re 'deposit' in stream at Millar's Bridge. This was dealt with under agenda item 7. No action required.</p> <p>g) To consider and receive any other matters of concern/note for next agenda. <ul style="list-style-type: none"> • Cllr Mecrow alerted Councillors to the consultation on the proposed move of the Bury Records Office in case anyone wishes to respond. • Cllr Mecrow referred to upcoming litter pick. Cllr Roberts to send blank map for re-drawing to Cllr Mecrow. • Cllr Roberts had been approached about a complete Observer archive currently held by a resident. Cllr Roberts will respond and make further enquiries. </p> | <p>Clerk</p> <p>Clerk</p> <p>TR</p> <p>TR</p> |

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| | <ul style="list-style-type: none"> • Cllr Bartholomew noted that a CIL funding bid for the installation of solar panels on the Memorial Hall is being presented to MSDC for approval on 5th March 2024. • Cllr Winch invited comments asap on the first draft of proposals from Walsham Community Traffic Group (previously circulated). These will be considered for incorporation into the document before the Annual Question Time meeting on 11th March. • Cllr Brookes asked when Council wished for her contact to attend to brief Councillors on planning processes. Cllr Brooks will ascertain availability and select date when most councillors can take part. <p>h) Meeting Closed 21:30 - Next Meeting – Annual Question Time 11th March 2024 6.30 – 8.30pm - Memorial Hall. Next regular meeting 13th March 7pm in Memorial Hall.</p> | <p>All</p> <p>AB</p> |
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APPENDIX 1

Payments for Authorisation February 2024

| # | Payments OUT | Amount | Description |
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| 1 | Nathanael Landymore | 289.43 | Closed Churchyard maintenance, leaf clearing, petrol |
| 2 | Memorial Village Hall | 27.00 | Hall hire Jan PC meeting |
| 3 | Parish Council Employee | 608.96 | Wages |
| # | Payments IN & Other Payments/Transfers | Amount | Description |

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