


WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 10th July 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, Winch.

ALSO PRESENT: District Councillor Richard Winch and County Councillor Jessica Fleming

1. OPENING - including Statement, if any	
2. APOLOGIES a. Cllr Tuck (holiday). b. Consent was given.	
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 received c. To receive requests for dispensation – none required	
4. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a. Meeting of 12 th June 2024 for approval and signing as true and accurate record. b. Correction to minutes of 13 th March 2024, minute reference 13d, typo on amount of CIL awarded to Bowls Club which was minuted as £2,267 and should have read £2,258. Approved. c. All actions outstanding from last meeting reviewed and completed apart from those transferred to Clerk's action log for follow up. d. Cllr Roberts reported that streetlamp and play area gates had been completed. Just required one more springer which Cllr Brooks has and will fit.	AB
5. REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: a. District Councillor Winch Cllr Belson asked about the situation with buses. Cllr R Winch reported that he has been informed that the situation is current and is expected to be ongoing for some time. The situation seems to have commenced with the sale the Simmonds family business to a new owner. Enquires to MSDC have ascertained that the service is not subsidised so there is little enforcement action that can be taken. There may be contravention of licence but this is likely only to result in a fine not an immediate resolution to the service issues. Cllr R. Winch has requested at the very least a regular weekly update on the situation. Apparently school transport has similar issues but MSDC has not yet responded to enquiries from Cllr R. Winch about these service failures and were not aware of them. He has also asked if the service can be sub-contracted out	

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<p>but as yet, has had no answer. Cllr Fleming will investigate from the angle of school transport failures to determine if any breach of contract has occurred. Responses District Cllr Winch had received from planning and planning enforcement do not really give much clarity on the process with regard to non-designated heritage assets in relation to recent complaints received from residents on planning matters. A further response from planning enforcement is awaited.</p> <p>b. County Councillor Fleming</p> <p>Cllrs Bartholomew & Winch asked for the promised update on progress with S19 flood risk assessments so that the parish council can report back to affected residents. Cllr Fleming advised that she would follow up at meeting on Thursday. Clerk to contact Cllr Fleming for outcome.</p> <p>Cllr Fleming invited questions relating to the upcoming scrutiny committee that she chairs, particularly around health and dentistry. There were no specific, immediate questions or comments, probably because it was felt that the general issues are well known to the general public and have been widely reported in the press for some considerable time now.</p> <p>Cllr Bartholomew asked about the responsibility for hedge-cutting along the frontage of Elm Drive where brambles stretching across the pavement are causing pedestrians to step into the road. He noted signage posts on this bank indicating ownership by SCC? Clerk to report on the SCC reporting tool but noted that previous experience suggest that this will not be prioritised.</p> <p>Similarly, Cllr Belson & the Clerk noted the recent reports from residents about the hedge along The Causeway. Cllr Belson noted that the owners normally cut this hedge just before gardens weekend to avoid disturbance to nesting birds.</p>	<p>DCRW, CCJF</p> <p>DCRW</p> <p>Clerk</p>
<p>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 any other matters. No members of the public were present.</p>	
<p>7. REPORTS FROM WORKING GROUPS (Flood, CEP, Traffic) & ACTION LOG REVIEWS</p> <p>a. Traffic Group – considered report (circulated 02/06/2024) and the proposals for approval. There was much discussion about the logistics of the way forward, not least how the necessary funding would be raised. The Council decided on the proposals as follows:</p> <p>i. that proposed 30mph changes are prioritised, the request for 20mph zones being dependent on changes first to the 30mph zones – this was unanimously agreed and approved.</p> <p>It was decided to separate out the plans for West Street and Wattisfield Road. As first step the Clerk was asked to write to ask if, in principle, MSDC would be amenable to moving the location of the 30mph signage on West Street. If agreed, District Cllr Winch then suggests an application for a Traffic Regulation Order would be in order with financial support being sought from both District and County Councillors.</p>	<p>Clerk</p>

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<p>For Wattisfield Road, the Clerk was asked to write to MSDC to ask them to note the Parish Council's intention to seek a condition on the development of the Broad Meadow site for the developer to fund the moving the 30mph zone further out.</p> <p>There was also a discussion about liability for CIL and whether a development had to include a minimum number of units before the levy to be applied. Clerk to enquire with infrastructure team.</p> <p>ii. That the Parish Council instruct the traffic group to investigate the ordnance survey telematics option for relevant data – unanimously agreed and approved. Cllr Winch and the Clerk will work together on this.</p> <p>iii. that the Parish Council ask MSDC to fund traffic counter strip on Wattisfield Road and West Street – this was discussed, and agreed that the costs and various practicalities determine that this is not a good use of the budget at this time and the proposal was unanimously rejected.</p> <p>iv. that data from our existing speed detectors is collated – unanimously agreed and approved. Clerk to download and make available.</p> <p>v. Consider proposal to request temporary 30mph signage on West Street for duration of the A1088 works on Stowlangtoft Bridge – unanimously agreed and approved. Clerk to seek clarification from chair of the A1088 liaison group.</p>	<p>Clerk</p> <p>Clerk</p> <p>JW, Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>Additionally, Council enquired as to whether the speed indicator device on The Causeway could be re-configured to match any temporary speed limit. The Clerk advised that it is thought the limit can be set as low as 20 and will check.</p> <p>b. Flood Group – It was noted that confirmation had been received from Stuart Hearsum, Structures Professional Services Manager at SCC highways that timbers stored at Brook Farm were assessed and these are not those that were lifted from the stream bank/Swan Path by the flood which were much larger. The Clerk had confirmed this. SCC are unable to give timescales for completion of reinstatement work but Cllr Fleming visited the relevant locations with the Clerk and will follow up to see if this work can be prioritised to prevent further damage to the stream bank and walls.</p> <p>Cllr Mecrow asked councillors to confirm if they would be able to attend the meeting with the Environment Agency which is coming up with a 'met office flood management' co-ordinator and a 'catchment' co-ordinator.</p> <p>Correspondence from a resident re concerns about future flooding as a result of 'blocked ditches' near to their property was discussed. It was agreed that Cllr Brookes would draft a reply to be forwarded through the Clerk.</p>	<p>Clerk</p> <p>AB</p>
<p>8. PARISH COUNCIL OBJECTIVES 2024/25 (not covered under working groups - Footpaths, Shepherd's Grove, Bus Routes, Local Plan)</p> <p>a. The deposition of tarmac and concrete on Fishponds Lane was considered. It was felt that in the absence of being able to identify who is responsible, the best course of action would be to break it up rather than removal and that it</p>	

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<p>may be of long-term benefit to the surface of the path. Cllr Belson offered to have a go at this.</p> <p>Cllr Belson also noted for minuting that MSDC have agreed funding for the footpaths resurfacing from the sports club through to Wattisfield Road (including the allotments track). This work should get underway in the autumn. The decision on additional pavement on Palmer Street is still awaiting decision by MSDC/Highways.</p> <p>b. Council considered correspondence from developers for Shepherd's Grove offering to address the Parish Council on revision of the masterplan for the site. The Clerk was asked to follow up as agreed before, responding to Jaynic.</p>	<p>RB</p> <p>Clerk</p>
<p>9. PLANNING, LICENCING & RELATED MATTERS</p> <p>a. Council noted the correspondence from MSDC stating that there have been no expressions of interest from eligible community groups re the purchase of the Six Bells. This means the sale to other buyers without time restriction can go ahead.</p> <p>b. The consultation by West Suffolk District Council (Examination of Local Plan (Regulation 24) 2024) was considered but District Cllr Winch had left the meeting. Clerk to ask District Cllr Winch if he can offer some guidance for a decision on response that can be agreed at next meeting. Clerk to follow up.</p> <p>c. APPLICATION FOR PLANNING PERMISSION - DC/24/02992 & related LISTED BUILDING CONSENT - DC/24/02993 Proposal: Planning Application - Change of use of farmyard area to residential curtilage and conversion of existing curtilage listed barn for use as a studio/private event space/ancillary storage space. Location: Sunnyside House, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BJ THE PARISH COUNCIL SUPPORTED THIS APPLICATION</p>	<p>Clerk</p>
<p>10. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a. APPLICATION FOR PLANNING PERMISSION - DC/24/02180 Proposal: Householder application - Construction of replacement timber footbridge (following demolition of existing metal footbridge) Location: Sunnyside House, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BJ MSDC GRANTED PERMISSION</p> <p>b. APPLICATION FOR PLANNING PERMISSION - DC/24/02186 Proposal: Householder Application - Erection of single storey rear and side extensions and front porch. Location: 44 Townhouse Road, Walsham Le Willows, Bury St Edmunds, Suffolk IP31 3BP MSDC GRANTED PERMISSION</p>	
<p>11 FINANCE & AUDIT</p> <p>a. Bank reconciliation for period ending 30th June May 2024 was approved and signed.</p> <p>b. Accounts awaiting payment summary and invoices for payment were approved and signed for submission. (Appendix 1).</p>	

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<p>c. Council noted the quarterly transparency declarations, payments over £500 and variances report have all been uploaded to website (these form part of agreed internal control checks).</p> <p>d. Correspondence from Gardens Weekend Committee re maintenance of roses in closed churchyard was considered along with the request for funding for mulching. Councillors also considered the 6 month review of the supply services agreement the Clerk had carried out with the contractor. It was agreed that as a first step, the Parish Council would like deal with the issue with regard to the paths and the base of the walls before the Gardens Weekend and then review.</p>	Clerk
<p>12 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere)</p> <p>a. Clerk's action log was reviewed for any matters of concern/note. Council noted some outstanding tasks that were in hand.</p> <p>b. Correspondence from resident re reported anti-social behaviour was considered and what if anything the Parish Council could do to ameliorate. The Clerk reported email earlier in the afternoon stating that an officer from the community policing team will try for attendance at the next meeting in August. In the meantime the clerk has responded to the resident pointing them to the community policing feedback form and also the Street Meet by Tim Passmore, Police and Crime Commissioner, and the local community policing team, that will be held on Tuesday 13 August (10.00am – 12.00pm) at Stanton Community Village Hall, Old Bury Road, Stanton, IP31 2B. This information has also been published on the website and linked through social media.</p> <p>c. Council considered correspondence suggesting that the Parish Council take some action re Willow tree branches from stream bank that stretch across the highway. It was noted that this was not the responsibility of the Parish Council. but of Riparian Owners, the identification of which has proved to be the subject of dispute as between residents and SCC Highways at this location. The Clerk was however asked to report the issue on the SCC highways reporting tool (which any member of the public use to report such issues).</p> <p>d. To consider and receive any other matters of concern/note for next agenda. Litter Pick: Cllr Mecrow proposed pre-gardens weekend dates from 10th through to 16th August. He and Cllr Roberts will be at the Memorial Hall on 10th August from 09:30 to 11:00 to hand out equipment. Clerk to publicise. New streetlamp post required to replace rotten post: This was omitted from agenda in error but councillors have seen the quote. Council indicated to the Clerk that when it is brought to the next meeting for approval that council would be minded to approve because it is something that has to be done. Offer of notice board: Clerk to accept offer of notice board from the Parochial Church Council</p> <p>e. Next Parish Council Meeting – 14th August 2024 7pm – Memorial Hall.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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APPENDIX 1

Payments for Authorisation JULY 2024

#	Payments OUT	Amount	Description
1	Nurture Landscapes	396.00	Stream verge and Play Area grass cutting
2	Nathanael Landymore	481.10	Closed churchyard maintenance
3	Sports Club	2258.00	CIL grant award to Bowls Club
4	Suffolk records Society	100.00	One-off donation
5	GB Pollard	46.38	Footpaths 1 st cut grant disbursement
6	P Dryden	48.00	Footpaths 1 st cut grant disbursement
7	M Hawes	74.70	Footpaths 1 st cut grant disbursement
8	Martineau Farms LLP	184.74	Footpaths 1 st cut grant disbursement
9	H Reeve	25.09	Footpaths 1 st cut grant disbursement
10	H Reeve	176.58	Footpaths 1 st cut grant disbursement
11	Memorial Hall Hire and refreshments	172.70	Monthly meeting, CEP volunteers and training, refreshments
12	Suffolk County Council	715.75	Streetlamp LED upgrade omitted in phase iv of upgrades (same price)
13	Mid Suffolk District Council	1195.06	Dog & Litter bin emptying 2024/25
14	Parish Council Employee	515.03	PAYE
15	Unity Trust Bank	18.00	Quarterly service charge – paid by Direct Debit
#	Payments IN & Other Payments/Transfers	Amount	Description
1	Suffolk County Council	555.49	Footpaths Grant 1 st Cut

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