

MINUTES of the meeting held on Wednesday 9th April 2025 commencing at 7.00 p.m.
in the Memorial Hall.

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

ALSO PRESENT: District Councillor Richard Winch and County Cllr Jessica Fleming both gave apologies

So signed by the Chair at the meeting of 14th May 2025

7. REPORTS FROM WORKING GROUPS & ACTION LOG REVIEWS a. Traffic Group i. To note report (uploaded 04/04/2025) and consider the questions posed and proposals for approval as follows: Proposal 1 To include Palmer Street and Summer Road as an agenda item for proposal at meeting with SCC engineer and County Councillor as consultation feedback indicated was desirable. Approved. Proposal 2 Add the playground crossing to the proposal to be put forward. Approved. Proposal 3 That the circulated supporting notes, revised Walsham le Willows Parish Council Traffic Plan 2024-25, and First Steps document are adopted, and circulated, as an agenda for 22nd April meeting with SCC having approved Proposals 1 and 2 (in principle subject to Cllr Mecrow's suggestion that these are reworded from a 'prescriptive list' to a 'request for advice on what is feasible' and also subject to the information from the final documents being substituted which have necessary grid references and figures on consultation responses). It was noted that District Cllr Winch and Cllrs. Janette Winch, Belson and Mecrow are intending to attend the meeting with SCC on 22nd. b. CEP Group i. To note report (uploaded 04/04/2025). Cllr Brookes advised that letters <i>relating to a second Basic Life Support training course on Saturday 7th June</i> have been sent out and Cllr Mecrow's name has been put forward for training on 16th (Community Self Help, road signage placement). And that SCC have agreed to the order of one each of flood sack and snakes for demonstration to residents. c. Flood Group i. No report this month. ii. It was noted that the Clerk advised that the S19 flood investigation reports have been circulated to identified landowners with the covering letter and that we are awaiting a response from County Cllr Fleming re guidance on next steps and facilitation of the proposed meeting with landowners.	KB/JW JF
8. PLANNING APPLICATIONS, LICENCING, ENFORCEMENT & RELATED MATTERS a. Standing item - watching brief for changes required to the neighbourhood plan: There are increased building requirements coming down the line as result of changes to central government policy. The village is likely to have to accommodate up to 190 additional houses over a 20-year period. It was decided that the PC will arrange to meet towards the end of June to specifically to discuss this situation, likely constraints and possible proposals. And then in October to convene a meeting of parish councillors including former members of the Neighbourhood Plan group and any other interested residents, to draw up a strategy to address the additional housing demands	

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and how these should be incorporated into a review and update of our existing NP. b. APPLICATION FOR LISTED BUILDING CONSENT - DC/25/01329 Proposal: Application for Listed Building Consent - Re-opening 2No fireplace recesses, restoring 2No dormers and 1No rooflight to attic rooms, removing ceiling joists to attic, restoring fanlight over front door, repairs to garden wall. Location: The Woodlands, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BQ THE PARISH COUNCIL MADE NO COMMENT c. APPLICATION FOR PLANNING PERMISSION - DC/25/00609 Proposal: Planning Application - Demolition of existing detached dwelling and replacement with 1no self-build two storey dwelling Location: Walsham Town Farm, West Hall Road, Walsham Le Willows, IP22 1LY THE PARISH COUNCIL MADE NO COMMENT d. APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/25/01362 Proposal: Notification of Works to Trees in a Conservation Area - Fell 1 No. Norway Maple (T1) Location: Display Land, Clarkes Of Walsham Ltd, The Street, Walsham Le Willows Suffolk THE PARISH COUNCIL MADE NO COMMENT e. APPLICATION FOR PLANNING PERMISSION - DC/25/01272 Proposal: Householder application - Extend the footprint of existing conservatory. Rebuild using more sympathetic materials rather than the existing upvc and in-keeping with the historic nature of the cottage. Location: Garden House, Badwell Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BT THE PARISH COUNCIL SUPPORTED THIS APPLICATION but wished to make a comment to emphasise that this building is a non-designated heritage asset, located in a conservation area and trust that the planning officer will give careful consideration to materials and colour palette with reference to the Walsham le Willows Design Statement and with reference to page 152 of the Walsham le Willows Neighbourhood Plan. f. The Parish Council decided to make no comment on the Regulation 16 consultation on the Badwell Ash Neighbourhood Plan. g. The Parish Council decided to make no comment on the proposed changes to the MSDC 'Planning Statement of Community Involvement' which puts forward changes to how the community is notified of planning applications. MSDC are proposing to cease the practice of sending letters to neighbours informing them of planning applications in their vicinity. It was decided that the Clerk will arrange for a page on the PC website to list all applications as they are circulated to councillors in advance of the meetings at which they are considered, with links through to the MSDC Planning Portal for more	RB, NM
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information. This information could also be linked from the facebook community hub to reach the widest possible audience.	Clerk
9 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only - a. Application Reference: DC/25/00267 Location - 2 The Maltings, Wattisfield Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BD Proposal - Construction of raised decking (retention of) MSDC REFUSED PERMISSION	
10 FINANCE, AUDIT & COUNCIL ADMIN a. The bank reconciliation for period ending 31 March 2025 was approved for signature. b. The year end reconciliation statement was approved and signed by the Chair. c. Accounts awaiting payment summary of invoices for payment were approved for authorisation. (Appendix 1). d. The VAT rebate claim to 31/03/2025 in sum of £2,430.85 was noted. e. Quarterly reports: variances, payments over £500 and transparency notices published on website, were noted. f. The Annual CIL expenditure report for submission to MSDC was noted and approved. All the CIL funding from The Acorns development has now been allocated and spent towards various Parish Council and Community group projects. The Clerk proposed that the final account of CIL Income and Expenditure is publicised to illustrate to residents how the funds were spent. This was approved. g. A notification by SALC to the Clerk of three further specific changes to the Financial Regulations 2024 was noted and these changed were approved for re-adoption with other policies at the Annual Meeting of the Parish Council in May. h. The Clerk's annual appraisal (completed on 04/04/2025) was presented to Council with recommendation for payment of one increment SCP14 to SCP 15 plus 12.07% holiday pay as previously approved. This was approved. Clerk to advise payroll. i. The Clerk proposed that quotes are sought from alternative contractors for the grass cutting of stream verges and play area following a 69% increase notified by Nurture Landscapes for 2025/26. This was agreed. Clerk to follow up and to aim to find a contractor local to Walsham if possible.	Clerk Clerk Clerk Clerk
11 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere) a. The Clerk confirmed that all outstanding tasks on action log were in hand. b. To consider any other matters of concern or note. i. Council considered the re-nomination of The Six Bells as an asset of community value. The current listing expires on 1st June this year. This was approved. Clerk to complete the application.	Clerk

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ii. Council considered the proposal from Cllr J Winch, in response to an email from a resident, that "the Parish Council consult with all residents of Staple Close regarding the management of the central grassed area and possible siting of goal posts in the playground before further discussion of this as an agenda item". This was approved. It was noted that this area is a designated green space in the Neighbourhood Plan but is managed by MSDC, NOT the Parish Council. It was agreed that Cllr Belson will liaise with District Cllr Winch to try to obtain the planting plan previously drawn up by MSDC and to enquire as to their view on this now as a potential way forward. A consultation of all residents of Staples Close and environs will be then be organised within the next few months. Clerk to respond to resident.	Clerk
12 OTHER MATTERS OF CONCERN/NOTE FOR NEXT AGENDA a. Other matters i. Cllr Belson noted that the assessment of work required to play area by Cllrs Brookes and J. Winch reported the following for attention: • 4 metres of chestnut paling • 1 stake • 3 edging boards to walkway need replacing Cllr Bartholomew proposed that this work should be carried out. This was approved. Clerk to obtain more composite boarding. ii. Cllr Roberts wished to note the forthcoming celebration of the Active Village Award on 13th April at the Sports Club. Cllrs. Belson, Roberts and Mecrow intend to be present. iii. Cllr Tuck enquired as to when the Parish Council would replace the timbers forming the flood defences to the wall of the stream by School Bridge which were carried off in the October 23 flood. Cllr Tuck was informed that these are not Parish Council's responsibility but are a SCC Highways asset. SCC have advised that replacement is in hand but when pressed have declined to give a precise timescale. b. Next Meeting(s) i. ANNUAL Parish Council Meeting – 14th May 2024 - 7pm – Memorial Hall. Meeting Closed 20:54	Clerk

APPENDIX 1

Payments for Authorisation APRIL 2025

#	Payments OUT	Amount	Description
1	Unity Trust Bank	6.00	<i>Recurring monthly Service Charge</i>
2	HMRC Cumbernauld	479.93	PAYE to April 5 th 2025
3	Kevin Boardley	381.22	Expenses - Toner cartridges, stationery and postage for recent circulation of notices and flood reports

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4	Suffolk Association of Local Councils	529.35	Annual Subscription
5	Rolfes of Walsham	30.00	Catering for Annual Question Time
6	Parish Council Employee	1390.15	Remuneration
7	Memorial Village Hall	54.00	Hall hire regular and annual parish meeting
8	Suffolk County Council	1606.53	Streetlighting – regular maintenance and energy costs
9	Suffolk Association of Local Councils	54.00	6 Months Payroll service
	Nathanael Landymore	285.00	Closed Churchyard Maintenance
#	Payments IN & Other Payments/Transfers	Amount	Description

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