

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

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

ALSO PRESENT: District Councillor Richard Winch (part).

[illegible]

So signed by the Chair at the meeting of 13th August 2025

iii. District Cllr Winch (now present) asked if the Clerk had received the part completed Locality Grant form for the speed surveys. Will resend. Clerk to complete and submit. b. Report from County Councillor Fleming had not been received.	
7. REPORTS FROM WORKING GROUPS & ACTION LOG REVIEWS a. Traffic Group i. Report was noted and proposals were considered as follows: Proposal 1: It was agreed that Council formally ask County Councillor Jessica Fleming to advocate on behalf of our residents with SCC Speed and Safety Team with regard to our formal application for the TRO advised by SCC Highways Team Proposal 2: Council considered the addition of any other SCC speed surveys alongside the Sports Club/Summer Road surveys (reduced costs for additional surveys done at the same time). It was decided another location could not be identified for which traffic data would significantly add value at this time. No action required. Proposal 3: Council approved the proposal that the traffic group begins to investigate the process for installation of village gates process using the links provided by SCC. These would potentially be for Summer Road and Badwell Road and would utilise the offer from Clarkes to provide some purpose made gates. b. CEP Group i. Report on progress over the last month was noted. ii. Council approved the revised CEP master plan following updates based on advice from both SCC and EA. Council thanked the CEP group for all the hours of hard work required to get it to this stage, with particular thanks to Cllr. Brookes. Cllr Brookes was able to advise that no hard copies would be needed other than one that will be kept in the CEP box in the designated rest centre. This will be the a version stripped of all personal data leaving the bones of the operational plan. The working group suggested that this come back to Council on an annual basis for consideration re updating. This was agreed. Cllr Mecrow suggested that all the Observer articles should be gathered together and published on the website and also to be updated as the group makes revisions. iii. Council reviewed the suggested flood kit purchases and these were approved. Clerk/Cllr Brookes to submit as agreed. c. Flood Group i. No report this month, other than verbal note that the group will meet on 21st July to plan the meeting on 1st October with landowners to be chaired by County Cllr. Fleming.	Clerk Clerk, JW Clerk Clerk, AB
8. PLANNING APPLICATIONS, LICENCING, ENFORCEMENT & RELATED MATTERS	

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a. It was noted that the Government have withdrawn the grant funding for new neighbourhood plans along with those for updating work. In future these will have to be borne directly by the Parish Council. b. The correspondence received from representative for Jaynic re proposals for Shepherd's Grove site was considered and a response is to be drafted by the Clerk based on the discussion and points made and circulated for approval before it is submitted. c. The latest correspondence from a representative for Badwell Ash Parish Council re the sharing of their planning pro forma, was considered for decision on next steps, if any. It was decided to park this for now and come back to it later and the Clerk was asked to respond to advise that Parish Councillors do not have the capacity to attend a meeting about this at the moment. d. APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/25/03074 Proposal: Notification of works to trees in a Conservation Area - Trim foliage of the Lime tree that is on the plan back to the trunk where it was previously trimmed back to 3 years ago so it does not block the light to our neighbours garden Location: 2 Avenue Cottages, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ THE PARISH COUNCIL MADE NO COMMENT	Clerk Clerk Clerk
9 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only - a. APPLICATION FOR PLANNING PERMISSION - DC/25/01831 Proposal: Householder application - Erection of rear and side extension to create Annex to provide accessible accommodation for elderly family members Location: Hunters End, Wattisfield Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BD MSDC GRANTED PERMISSION	
10 FINANCE, AUDIT & COUNCIL ADMIN a. The bank reconciliation for period ending 30 June 2025 was approved for signature. b. Accounts awaiting payment summary and invoices for payment were approved for online authorisation. (Appendix 1). c. It was noted that a notices for payments over £500, transparency and variances against budget to 30th June 2025 have been published on website. d. The updated quote from one contractor for village maintenance was noted. It was agreed that this does not materially change the position decided at last meeting. No further action. e. Council considered request from Cllr Belson as representative for the Wild Wood for payment of ongoing donations to the Wild Wood. After much discussion of the benefits of the Wild Woods to residents, including the preschool and school children and challenge regarding the projects long term funding, it was proposed by Cllr Bartholomew that the donation be renewed at £750 for the next 3 years 2025/26 to 2027/28. This was agreed by council.	Clerk

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11 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere) - This was quickly reviewed and the Clerk confirmed nothing outstanding that is not in hand. - Cllr Belson's email updating on situation re plans for footpath along Summer Road following meeting with Highways and Sports Club was noted. Cllr Belson had met with Ian Campbell and James Pickerin (SCC) to go over the final arrangements for work on the footpaths which run from the Wattisfield Road across to the Sports Club, and from the cross-paths on that route down towards Clarkes. The agreement is to complete as much work as possible with the available funding and to get the best possible finish to the paths. Where the year-round condition of the paths is generally satisfactory work will be minimal in order to maintain a rural feel, but at the end of the process we should have good quality paths along the whole of these routes, which will be suitable for all users throughout the year. - Clerk asked for clarification on dates to include the weekend before the pick (2nd/3rd August). This was confirmed. Clerk to advise volunteers accordingly. - Hi Viz required for Parish Council litter pick was decided under agenda item 7 b iii. - Correspondence about re-siting of picnic bench in play area from under a tree where it gets soiled by birds, was considered. It was decided that this would be moved in the autumn by the working party.	Clerk
12 OTHER MATTERS OF CONCERN/NOTE FOR NEXT AGENDA - Next Meetings: Parish Council Meeting – 13th August 2025 7pm – Memorial Hall. - Councillors decided that Clerk should pursue request to volunteer for the construction of shelving in the new shed. Meeting Closed 20:32	Clerk, CEP group

APPENDIX 1

Payments for Authorisation JULY 2025

#	Payments OUT	Amount	Description
1	Unity Trust Bank	6.00	Recurring monthly Service Charge
2	Suffolk County Council	850.00	Payment for Traffic Regulation Order Assessment (<i>paid 30/06/2025</i>)
3	HMRC Cumbernauld	379.17	PAYE
4	Parish Council Employee	535.66	Remuneration
5	Memorial Village Hall	81.00	Monthly Hall Hire & Basic Life Support
#	Payments IN & Other Payments/Transfers	Amount	Description

Each invoice is scrutinised and initialled in the meeting by two bank signatories before approval for online authorisation.

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