



WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 13th August 2025 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, Mecrow, Roberts, Tuck.

ALSO PRESENT:

1. OPENING STATEMENT (if any required) i. None	Action
2. MEMBER'S APOLOGIES a. Cllr Ann Brookes, Cllr Janette Winch b. Consents were given. c. DC Winch and CC Fleming had also given apologies	
3. DECLARATIONS of Pecuniary & Non-Pecuniary Interests a. To receive declarations of interest from councillors on items on the agenda – none received. b. To grant any requests for dispensation as appropriate – none needed	
4. MINUTES - To receive and consider the minutes of the following meetings (as previously circulated) a. Minutes of 9 th July 2025 were approved as a true and accurate record of the meeting and for signature. b. The Clerk confirmed that there were no actions outstanding from the last meeting that were not in hand.	
5. PUBLIC OPEN FORUM (POF) - 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 public were present.	
6. DISTRICT & COUNTY REPORTS FOR INFORMATION & QUESTIONS a. Report from District Councillor Winch was received in his absence. - Cllr Tuck noted that the temporary accommodation were two years old. - Cllr Belson noted that there were no actual figures just percentages. - Cllr Tuck noted that a housing developer was fined only £20k for not complying with condition so planning permission. - Cllr Mecrow noted the MidSuffolk briefing for August announced a £50k boost to Community pride in Your Place grants which have re-opened and suggested the Clerk apply for the costs of the proposed new footpath signage/map for the now disused bus shelter in the centre of the village. Clerk advised that the large play area sign cost £225 with delivery which gives a rough indication allowing for inflation, of the expected costs for the required map signage and external signage to draw attention to it.	Clerk
7. REPORTS FROM WORKING GROUPS & ACTION LOG REVIEWS a. Traffic Group i. Report was noted. Cllr Winch and Clerk to put together required information for village gates application.	Clerk, JW

So signed by the Chair at the meeting of 10th September 2025

b. CEP Group i. Report noted. Cllr Bartholomew highlighted the 3 changes to CEP suggested by MSDC Emergency Planning Officer. These will be incorporated and next step is to extract a redacted/smaller version for publication. c. Flood Group i. Report was noted. ii. Cllr Belson will liaise with Cllr Brookes on the completion of the ACRE/SALC flooding survey.	AB, RB
8. PLANNING APPLICATIONS, LICENCING, ENFORCEMENT & RELATED MATTERS a. Standing item to consider changes to neighbourhood plan to be documented for next review. No action required at this time. b. APPLICATION FOR LISTED BUILDING CONSENT - DC/25/03144 Proposal: Application for Listed Building Consent - Restore 3 dormer windows to attic rooms. 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/25/03175 Proposal: Householder Application - To remove existing 1970's/ 1980's Softwood timber windows & doors (dark stain) and install Rosewood woodgrain PVC-u WER A-Rated windows & doors Location: The Rectory, The Causeway, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AB THE PARISH COUNCIL MADE NO COMMENT d. Shepherd's Grove Developments – it was noted that the final approved response was sent to the new masterplan consultation. Also noted the response sent by Badwell Ash Parish Council.	
9. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only - a. APPLICATION FOR LISTED BUILDING CONSENT - DC/25/02358 (Proposal: Application for Listed Building Consent - Remedial works and alterations as detailed in the Schedule of Works Location: Old Hall, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BN MSDC GRANTED PERMISSION b. APPLICATION FOR Sports Pavillion - DC/25/01343 – Proposal: Erection of extension to the existing gymnasium building, erection of container and installation of LED Video Screen Location: Sports Pavilion Summer Road Walsham Le Willows Bury St Edmunds Suffolk IP31 3AH MSDC GRANTED PERMISSION WITH CONDITIONS c. Application Reference: DC/25/03074 Location: 2 Avenue Cottages, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ 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. MSDC RAISED NO OBJECTION	

So signed by the Chair at the meeting of 10th September 2025

So signed by the Chair at the meeting of 10th September 2025

questions were more properly directed at the solicitor handling the conveyance. Council decided that no further advice could usefully be given other than asking the Clerk send a link to the resident with regard to Riparian Ownership.	Clerk
12 OTHER MATTERS OF CONCERN/NOTE FOR NEXT AGENDA a. Clerk noted the Tour of Britain 2025 was once again coming through Walsham on Wednesday 3rd September. Clerk had already sent information to School, pre-school, Memorial Hall and Sports club in case any of these organisations wished to mark this in any way. b. Other matters • Cllr Bartholomew noted that there is a hanging branch from a tree in the Play Park onto Townhouse Road. Clerk to as local contractor to deal with this. • Cllr Tuck raised the issue of the tree canopy overhanging the hedge at the back to the closed churchyard. This had been raised by the contractor a few weeks ago. Cllr Tuck was given permission to raise the canopy some more. • Cllr Tuck [?] also raised the issue of fallen debris along the path that runs from The Street down to the rear of the closed churchyard. The Clerk advised that this is something that the contractor should be including in his work. Clerk to ask that this be cleared on next visit. • Cllrs Mecrow and Roberts wished to note thanks to all the people taking part in the summer litter pick. A good amount litter was collected and a sofa was removed! Clerk to ask if arising has been collected and if not advise contact at MSDC. c. Next Meetings: Parish Council Meeting – 10th September 2025 7pm – Memorial Hall. d. Meeting Closed 20:30	Clerk Clerk Clerk

APPENDIX 1 - Payments for Authorisation August 2025

#	Payments OUT	Amount	Description
1	Unity Trust Bank	6.00	Recurring monthly Service Charge
2	Wildwood	750.00	Annual Donation
3	MSDC	1,058.54	Dog and Litter Bin Emptying
4	Parish Council Employee	371.33	Remuneration
5	Memorial Hall	27.00	Hall Hire
6	Martineau Farms LLP	185.04	1 st and 2 nd footpaths cuts
7	M Hawes	74.88	1 st and 2 nd footpaths cuts
8	P Dryden	48.06	1 st and 2 nd footpaths cuts
9	GB Pollard	46.50	1 st and 2 nd footpaths cuts
10	H Reeve	202.22	1 st and 2 nd footpaths cuts
	TOTAL	2,769.57	

So signed by the Chair at the meeting of 10th September 2025

#	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.

So signed by the Chair at the meeting of 10th September 2025