



WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 8th April 2026 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 and Tuck.

ALSO PRESENT: County Cllr. Fleming

1. OPENING STATEMENT (if any required) & MEMBER'S APOLOGIES a. Apologies received from Cllr Janette Winch & District Cllr. Richard Winch. b. Consents were given. c. The Chair determined that agenda item 5 (County Cllr Report) would be taken before agenda item 4 (Public Open Forum), in that order to allow Cllr Fleming to leave in time to attend another Parish Council meeting. Agenda items minuted in usual order below.	Action
2. DECLARATIONS of Pecuniary & Non-Pecuniary Interests a. Cllr. Tuck agenda item 7b. b. Dispensations approved to allow Cllr Tuck to elaborate on the application.	
3. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a. Minutes of meeting 11 th March 2026 were approved as true and accurate record of the meeting for signature. b. There were no outstanding actions from last meeting that were not in hand.	
4. 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. Two members of the public were present. - One member of the public raised concerns of a number of residents about the increasing amounts of litter in The Street, thought to be related to the use of the Premier shop which had provided no litter bin for its customers. This has since been provided but may be inadequate. It was agreed that the Clerk would write to the shop owner to ask that a more permanent refuse bin is provided, but affixed to the right of the front door, so that it is visible to customers but not on the footpath, and also to prevent litter being spread if the current bin is overturned, not least by the wind. The Clerk was asked to point out that this would support the efforts of the Parish Council with regular litter pick initiatives. - The same member of the public raised concerns about shopkeepers residing at the address not only because the planning permissions granted were not for residential accommodation and the fact that 'waste smells' have been detected along with grey water output from the rear of the shop into the stream, although this has reduced. There were also concerns about living conditions and working hours of the shopkeepers. The resident has already spoken to District Cllr. Winch who has advised that he will follow	Clerk

So signed by the Chair at the meeting of 13th May 2026

up. The Clerk was asked to report to MSDC Planning and Environmental Health. A second resident raised the ongoing concerns with regard to the resumption of harassment and intimidation from a neighbour. Another resident has contacted DC Winch about aggressive behaviour from this individual. The resident has spoken further with our community police officer about this situation who is also aware of incidents involving other residents. The Clerk was asked to invite PC Colin Gedney to attend a Parish Council meeting.	Clerk Clerk
5. DISTRICT & COUNTY REPORTS FOR INFORMATION & QUESTIONS a. County Councillor Fleming - Was asked about the response from Joanna Spicer with regard to the future of the 73 bus service. Cllr Fleming had received no response to date and will chase again - Cllr Fleming noted that she will not be standing for election again and offered her personal email so that she could assist with continuity, during the local government transition. b. District Councillor Winch was not present - Cllr Mecrow asked for thanks to DC Winch to be noted for the MSDC initiative to clear litter from the A14.	JF
6. REPORTS FROM WORKING GROUPS & ACTION LOG REVIEWS a. Traffic Group - Report was noted. The Clerk requested the landscape images required for SID location applications. Cllr Tuck to provide. - It was noted that the Summer Road works have been ordered and are for completion by 25/06/2026. Cllr Mecrow asked if the repainting of the roundel on the road near the 30mph limit could be included, as it had been partly obliterated by road 'repairs'! Clerk to request. - The Parish Council noted its thanks to Richard Pratt of Ashwell Construction for so efficiently preparing hedge boundary to Summer Road in preparation for the installation of village gates. b. CEP Group – Report was noted and Cllr Brookes informed of the opportunity to host Rest Centre training for outlying villages in the Memorial Hall and the group are keen that this is taken up. The Parish Council agreed that this would be a good move. c. Flood Mitigation Group - No report received but Cllr Mecrow noted that Council needed to revisit the conclusions from flood group work prior to the S19 report as he felt there were some loose ends. It was agreed that this was a good idea. Cllr Belson will arrange. - The appointment of Martin Hassall as our representative for flood groups on the Anglian Great Ouse Regional Flood and Coastal Committee (RFCC) was noted.	NT Clerk RB

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7. PLANNING APPLICATIONS, LICENCING, ENFORCEMENT & RELATED MATTERS a. Standing item to consider changes to neighbourhood plan to be documented for next review in light of recently published 'Call for sites' consultation. Cllr Belson noted that the Parish Council could not proceed until more information was received from MSDC on sites that would be preferred and information relating to intended build density appropriate to each. b. APPLICATION FOR LISTED BUILDING CONSENT (SECTION 19) - DC/26/01029 Proposal: Application under Section 19 of The Town and Country Planning Act 1990 for Listed Building Consent DC/22/01898 - Erection of a single storey side extension to store and conversion of hayloft to form annex, installation of stairs leading to hayloft, replacement of garage door with French windows, closing up of wall between garage and proposed sitting room, extension of garden wall to form courtyard, and erection of a new garden store. To Vary Condition 2 (Approved Plans and Documents) changes from a glazed roof on kitchen extension to a fully insulated slate tiled roof with Conservation rooflight due to concerns raised by Building Control. Location: The Priory, The Causeway, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AB THE PARISH COUNCIL MADE NO COMMENT c. APPLICATION FOR LISTED BUILDING CONSENT - DC/26/00779 Proposal: Application for Listed Building Consent - internal alterations to bathroom and bedroom at first floor Location: Maltings House, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ THE PARISH COUNCIL SUPPORTED THIS APPLICATION	
8. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority – to be noted) a. APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/26/00710 Proposal: Application for works to trees in a Conservation Area - 1. Dismantle eucalyptus which is in danger of collapse due to rotting stump. 2. Reduce height of plum tree, ensuring health and continued harvest 3. Trim Yew Tree into a topiary ball 4. Reduce self-set Pussy Willow Location: Hillcrest, The Causeway, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AB MSDC RAISED NO OBJECTION	
9 FINANCE & AUDIT & COUNCIL ADMIN a. The bank reconciliation for period ending 31st March 2026 was approved and signed. b. Accounts awaiting payment summary and invoices for payment were approved for authorisation. (Appendix 1). c. The review of the Risk register was postponed to next meeting of the Council. Clerk to circulate again.	Clerk

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APPENDIX 1

Payments for Authorisation APRIL 2026

#	Payments & Transfers OUT	Amount	Description
1	Parish Council Employee	840.85	Remuneration
2	HMRC Cumbernauld	699.58	PAYE
3	Suffolk County Council	1,634.80	Streetlighting energy and maintenance
4	SALC	54.00	6 months payroll charge
5	Memorial Village Hall	87.75	Monthly, CEP and AQT meetings
6			Payment for calming measures – summer road <i>Actually paid 20/03 having been approved (minute 6 a i 11/02/2026), having initially been delayed until receipt of grant funding had been secured and then approved for payment from Council reserves due to urgency (minute 6 a P1 11/03/2026).</i>
	Suffolk County Council	2,390.00	
7	Unity Trust Bank - DDR	7.00	Monthly Service Charge
8	Scribe Accounts - DDR	37.20	Monthly Subscription (April)
	TOTAL	5,751.18	
#	Payments & Transfers IN	Amount	Description
1	Gardens Weekend Committee	600.00	Grant towards village gate signage
2	Transfer to cover payments out	1000.00	Tfr deposit > current 16/03/2026
3	Transfer to cover payments out	1000.00	Tfr deposit > current 19/03/2026
4	Transfer to cover payments out	5000.00	Tfr deposit > current 01/04/2026
	TOTAL	7,600.00	

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

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