



WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 9th September 2026 commencing at 7.00 p.m. in the Memorial Hall.

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

PRESENT: Parish Cllrs. Bartholomew, Belson, Brookes, Mecrow, Roberts, Winch.

ALSO PRESENT: District Cllr. Winch & County Cllr. Bains

1. OPENING STATEMENT (if any required) & MEMBER'S APOLOGIES a. From Cllr Tuck. b. Consent was granted.	
2. DECLARATIONS of Pecuniary & Non-Pecuniary Interests a. None received. b. No dispensations were required.	
3. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a. Minutes of the meeting on 12 th August 2026 were approved as true and accurate record of the meeting. b. Outstanding actions from last meeting	
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. Three members of the public were present. - One resident raised the issue of prospect of high rainfall and the stream clearance. Cllr Belson confirmed that for the past three or four years the Parish council has had the stream cleared in October or November. The Clerk is due to meet with the contractor about this soon and will try to get it done as early as possible. However, Cllr Belson also explained that if the water flowing into the stream exceeds a certain volume then the limited capacity of the gaps underneath the bridges are the issue rather than the vegetation in the stream which last time was cleared by the flood water itself. - The two other member of the public did not wish to speak but remained as observers.	
5 DISTRICT & COUNTY REPORTS FOR INFORMATION & QUESTIONS a. County Councillor Bains Roadworks signage/closures management (note more correspondence) - Cllr Bains was informed by Highways that the issues with road closure signage inadequately informing road users, as discussed at last meeting, were often caused by the erection of signage by other agencies (e.g. Anglian Water) which were for some inexplicable reason, not required to adhere to the same standards as Highways. Cllr Bain said he would ask the Question as to why the Highways standards cannot be aligned across all agencies who put up signage for road closures. Cllr Belson took the opportunity to note the excellent closure signage for Crownland Road which worked very well. This was Highways signage. Picking up on	PB

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another point raised at last meeting Cllr Bain advised that emergency services are advised of all road closures in advance.

- School solar panels switch off – costs & progress – Cllr Bain advised outcome of further enquiries reiterated the figures he quoted at the last meeting with regard to the impact on school budgets and that there was no contingency fund to cover these costs. Any 'compensation' would have to be found from another budget. Cllr. Bain was also able to advise that schools are invoiced by the county council for amounts generated by the feed in tariffs, so it is the county council budget that is affected by the shutdown, not the school budgets. Cllr Bartholomew insisted though that this measure still deprives schools of the free solar generated power they would ordinarily use, instead having to pay standard rates for power during the solar panel shutdown.
- Staffing of fire services – Cllr. Bain advised that he had spoken with the cabinet member for the fire service who had advised that this was a funded by central government as a statutory service. There was a 1.4 million deficit on the SCC budget last year for this service this year and the same is expected again this year. SCC is looking for additional sources of funding. Cllr Janette Winch clarified that the original enquiry was about adequate staffing levels in the face of increasing naturally occurring climate events. Cllr Bain advised that the service will continue to respond to emergency calls and that he would forward the most recent audit report on the service to Cllr J Winch.
- Review of decision on 20mph zones – this was to be addressed under agenda item 6.

b. District Councillor Winch

- Cllr Bartholomew asked about the progress of the bus shelter. DC Winch advised that he had been advised that it was likely that it would be completed before the end of this year now that tree roots had been eliminated as a constraint and that routing around the BT cables had been confirmed as possible. However, an actual start date had not been forthcoming.
- Cllr Brookes asked about the possibility of Pink Recycling bins for the villages (electrical items etc). Cllr Bartholomew noted that the Community Council are keen to have the existing recycling bins removed now that the new household collection arrangements are established, not least because of the amount of 'tipping' that happens around the bins. The Memorial Hall is also hoping to get permission for an extension which would require the used of the space. This matter was deferred until it is determined if there will actually be enough space on the Memorial Hall car park.
- Cllr Bartholomew asked about the bus service review and if this would be subject to consultation. Cllr. Bains said he would expect a consultation in the usual way and that he would advocate for rural service funding as needed.

PB

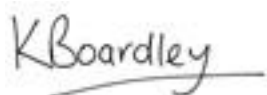
6. REPORTS FROM WORKING GROUPS & ACTION LOG REVIEWS a. Traffic Group -. – To note report and consider proposals as follows: i. P1 – that the Parish Council requests an update on review of Speed Report – This response had been received following publication of the agenda. Counter proposal to request a final cost for the approved changes to speed limits. P2 – that the Parish Council asks for community design suggestions to be brought back to the PC for village sign for Finningham Road – this was deferred subject to the details of possible options (and constraints) that will arise from Proposal 3. P3 – that the Parish Council approved a request for an engineer visit to confirm siting of village welcome (or other possible measures) sign on Finningham Road ii. The response from Highways re existing 30mph roundels was noted. It was decided to wait until the village gates have been installed. This has been advised to the Clerk as imminent. Cllrs raised the question as to why Highways do not install stainless steel posts to increase longevity by preventing rusting, especially given that funds are tight and are limiting the replacement of slowly decaying and falling posts. Cllr Bains said he would ask the question. b. Community Emergency Plan Group – To note any update/report. i. The reviewed and redacted CEP report for approval and publication was noted. Cllr Brookes advised that there was still one more amendment to be made before it was forwarded to the Clerk for publication. It was approved for publication subject to that last amendment. ii. Flood Mitigation Group – To note any update/report and consider any proposals. Cllr Mecrow proposed an exercise to identify the worst performing culverts, whether they were on public or private land, in order that repairs could be pursued to improve utility in any further extreme weather. Cllrs. Belson, Mecrow and Winch will work on this.	Clerk Clerk PB AB, Clerk RB, NM, JW
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 published 'Call for sites' consultation. No change. The Parish Council could not proceed until more information is received from MSDC on sites preferred sites and intended build density appropriate to each. b. The report from Cllr Belson re meeting of impacted Parishes about the consultation on Jaynic development proposals for Shepherds Grove site was noted. A follow up meeting is planned for September 16th at 19:30 in Stanton (lead Parish) to determine a co-ordinated approach to the consultation. Parish Cllrs. Belson, Belson, Roberts and Winch will attend. District Cllr Winch raised the point about involving the relevant people from West Suffolk in the process.	RR, TR, JW

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c. APPLICATION FOR LISTED BUILDING CONSENT - DC/26/03703 Proposal: Application for Listed Building Consent - Conservation and repair to front entrance portico Location: Maltings House, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ THE PARISH COUNCIL MADE NO COMMENT d. APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/26/03517 Proposal: Notification of works to Trees in a Conservation Area - Removal of a single yew tree closest to road Location: The Coach House, Four Ashes, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BS THE PARISH COUNCIL MADE NO COMMENT e. APPLICATION FOR PLANNING PERMISSION - DC/26/03861 Proposal: Planning Application. Erection of single storey extension, and relocation of 2no.disabled parking spaces Location: Walsham Le Willows Memorial Village Hall, The Street, Walsham Le Willows, IP31 3AA THE PARISH COUNCIL SUPPORTED	
8. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only (additional notices TBA by email before the meeting) a. The decision of MSDC with regard to enforcement request Greenside, Finningham Road was noted. b. APPLICATION FOR PLANNING PERMISSION - DC/26/01944 Proposal: Householder Application - Installation of solar panels Location: Clive Cottage, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ MSDC GRANTED PERMISSION	
9. FINANCE & AUDIT & COUNCIL ADMIN a. Bank statements & reconciliation for period ending 31st August 2026 were approved for signature. b. Accounts awaiting payment summary and invoices for payment. (Appendix 1) were approved for authorisation. c. The NJS national salary award for 2026/27, was noted and approved for authorisation to payroll backdated to 1st April 2026. d. Clerk has reviewed insurance cover, made very minor adjustments to statement of facts, and proposes approval of insurance renewal in sum of £996.54 (incl. 12% IPT) under new long-term agreement that expires in September 2028. Clerk to raise payment for authorisation at the next meeting. e. Cllr Bartholomew proposed as follows: P1 – That rather than considering disposal, the ride on mower be relocated to the new PC shed at the Memorial Hall and, P2 - That the Memorial Hall Committee is permitted access and use of the mower in the grounds of the hall in exchange for keeping it in working order and installing a ramp to allow it to be stored in the PC shed. Both proposals one and two were approved. Clerk to follow up for next meeting. f. The submission of NIL CIL return to end of financial year 2025-26 was noted. Clerk had not been aware that NIL returns were required.	Clerk Clerk Clerk

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g. Cllr Winch proposed at last meeting a review of budget to see what other budgeted items may be funded by grant applications. The budget wet for 2026/27 was reviewed. It was decided to defer a decision until the actual costs for speed limit changes were known.	
10. CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere) a. Council considered information received by the Clerk by telephone from Gordon Lawrence re the Botesdale and Rickinghall Community Bus service. It was decided to defer any decision until next meeting when this should have been received in writing. b. Council noted that the footpath to SCC cutting roster for payment of grant already included the paths along which new surfacing had been installed by MSDC. This had been confirmed by Cllr Belson from the current list of paths that are cut. c. Note email correspondence from Parishioner plus representation made directly to Clerk re the accumulation of debris along the pavement on The Causeway. There are concerns again that this is building to a level that narrows the pavement for pedestrians. It was decided to seek a quote again from the contractor who cleared this before.	Clerk
11. OTHER MATTERS OF CONCERN/NOTE FOR NEXT AGENDA a. Next Parish Council meeting is on 14th October 2026 @ 7pm – Memorial Hall b. Correspondence from resident re closed churchyard trees was noted and discussed. Cllr Belson will respond. Clerk to look into costs for next meeting.	RB/Clerk
Meeting Close @ 20:36	



Proper Officer, Clerk to Walsham-le-Willows Parish Council

APPENDIX 1

Payments for Approval SEPTEMBER 2026

#	Payments & Transfers OUT	Amount	Description
1	Starboard Systems t/a Scribe Accounts	37.20	Accounting software subscription
2	Parish Council Employee	332.34	Salaries
3	Memorial Village Hall	27.00	Hall hire for meetings
4	Freemius Inc. TablePress	80.89	Website plugin for tables – reimburse to Clerk
5	TeamBlue Internet Services	33.59	Website domain name – reimburse to Clerk
6	Unity Trust Bank	7.00	Service charges by DDR
7	Old Town Trust	300.00	Rent for Play Area Lease

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8	Nurture Landscapes	499.25	No payment made (inv 385849)
9	Nurture Landscapes	-499.25	Credit note (inv 385849)
	TOTAL	818.02	

#	Payments & Transfers IN	Amount	Description
1	MSDC	13,361.00	Precept 2 nd tranche
2	MSDC (Due)	2,389.89	Locality Award for additional SID
3	SCC	556.70	Footpaths cutting grant (2 nd tranche)
	TOTAL	16,307.59	

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