


WALSHAM le WILLOWS PARISH COUNCIL

MINUTES of the meeting held on Wednesday 14th August 2024 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, Tuck, Winch.

ALSO PRESENT: District Councillor Richard Winch and County Councillor Jessica Fleming

1. OPENING - including Statement, if any	
2. APOLOGIES a. No apologies received or consents required	
3. DECLARATIONS of Pecuniary & Non-Pecuniary Interests a. To receive declarations of pecuniary, local non-pecuniary interest(s) incl. personal interests in items on the agenda and to include declarations of any gifts of hospitality – Cllr Tuck declared an interest in agenda item 12b iii b. To receive declarations of lobbying for planning matters on the agenda – none received c. To receive requests for dispensation – approved for Cllr Tuck on agenda item 12b iii	
4. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a. It was noted that a correction was required to the minutes of the meeting of 10 th July 2024: The Clerk has been informed that the closed churchyard rose planting and maintenance project was originated by Frances Jenner and Alison Findlay. Payments were administered through Open Gardens Weekend committee accounts for transparency. Therefore, minute 11d should have read "Correspondence from project organiser, Frances Jenner..." To be noted for the record. b. Minutes of the meeting of 10 th July 2024 for approval and signing as true and accurate record, subject correction noted in 4 a. c. Review of actions outstanding from last meeting was deferred due to members of public being present to discuss concerns re provision of bus services.	
5. REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: a. County Councillor Fleming: report received no specific questions other than those raised Public Open Forum about changes to bus service provision. b. District Councillor Winch: report received no questions raised. Cllr Winch temporarily absent from meeting following Public Open Forum and to attend to concerns raised by one particular resident.	
6. PUBLIC FORUM - 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. 13 members of the public were present. Concerns raised with Parish Council and County Councillor Fleming about withdrawal of bus services since Simmonds were taken over. It was reported that	

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<p>member of the public have been advised by Suffolk County Council that as a non-subsidised provision the withdrawal of these services was nothing to do with SCC! County Councillor Fleming referred to an interim revised timetable that had only just been received. Although this was welcomed as a temporary schedule until December 27th, residents continued to discuss and raise their many concerns not least why services that always seems to be busiest had been withdrawn by the new company on grounds of non-viability. The point was forcefully made that people had changed their working hours around the withdrawn services. Concerns were raised that a complete lack of communications about changes had itself inevitably impacted perceived demand which then seem to have perversely fed into decisions about the interim timetable. Members of the public expressed the many personal impacts upon them not least of which were issues with getting to work on time and not being able to get home after work; and also with ensuring that children got to and from school safely and without undue delay. The Parish Council and Cllr Fleming noted all the concerns and suggestions to make this workable for the people who need the services that have been withdrawn. A key request was the possibility of moving services from middle/later part of day to end of day but also allowing for services needed by elderly people whose needs are to be able get a bus into Bury but also to get back home after only a few hours. Questions were asked about the subsidy for the services as currently provided and if this would remain. Cllr Fleming said that she would try to get the interim timetable tweaked to accommodate the clear needs expressed as well as exploring the possibility of funding for a temporary community bus service to help people though until this final schedules are agreed. The Parish Clerk will publish the interim timetable and also put together a survey that can be publicised for the next Observer and all the usual channels to collect and collate data to illustrate the demand for local bus services and the need to be properly and seriously consulted before changes are made and with clear communication with service users well in advance of changes.</p> <p>It was noted that Badwell Ash are to host the police and crime commissioner sometime in the Autumn and the Parish Council have been invited to attend. It is not yet known if this meeting will be open to the public but that will be communicated as soon as it is known.</p>	<p>JF</p> <p>Clerk</p> <p>Clerk</p>
<p>7. REPORTS FROM WORKING GROUPS (Flood, Community Emergency Plan, Traffic) & ACTION LOG REVIEWS</p> <p>a. Traffic Group – The Clerk reported that still waiting for a response from MSDC on amenability to idea of moving location of speed limit on West Street. This had also been chased but as yet no response. Cllr Winch sought approval for obtaining quotes for traffic surveys so these are to hand for the September meeting should Council be minded to approve that course of action. This was agreed.</p> <p>b. Flood Group – Cllr Mecrow reported successful onsite meeting with the environment agency who do <u>not</u> have lead responsibility but nevertheless have</p>	<p>Clerk</p>

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<p>been, and continue to be, very helpful. A meeting for flood affected residents with the Parish Council had also been held. Since then Suffolk Wildlife Trust have also been in touch. Other plans of action are underway. Current information suggests that S19 assessment by SCC flood investigations team is scheduled for Walsham for the autumn. The group will provide an update on progress at September meeting.</p> <p>c. The request for a flood plan by Environment Agency contact has not been actioned just to obtain access to funding. It would seem to overlap with the CEP and the Parish Council does not wish to duplicate work. Clerk to enquire as to the overlap and send the draft CEP to ask if this is sufficient.</p> <p>d. CEP Group</p> <ul style="list-style-type: none"> i. Update from CEP group circulated 07/08/2024 was noted. ii. Proposal from group on funding for basic resources circulated 05/08/2024 was considered. This was approved. Receipts will be sent to the Clerk for reimbursement. iii. Rest centre guidance as an appendix to CEP circulated 07/08/2024 was considered and approved for adoption. Clerk to incorporate into currently published document. 	Clerk
<p>8. PARISH COUNCIL OBJECTIVES 2024/25 (not covered under working groups - Footpaths, Shepherd's Grove, Bus Routes, Local Plan)</p> <p>a. Footpaths – Consideration of action to be taken, if any, re deposition of tarmac and concrete on Fishponds Lane was deferred until next meeting to allow further time for assessment.</p> <p>b. The Clerk was able to clarify that initial correspondence from developers for Shepherd's Grove and offering to address a Parish Council meeting prior to submission of revised masterplan has now been reworded as an attempt merely to "open lines of communication". No further action until consultation is publicised.</p>	RB
<p>9. PLANNING, LICENCING & RELATED MATTERS</p> <p>a. APPLICATION FOR PLANNING PERMISSION - DC/24/03477 & related Listed Building Consent DC/24/03478 - Proposal: Householder Planning Application - Reinstate dormer, increase/form window/door openings, 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 THE PARISH COUNCIL SUPPORTED THIS APPLICATION</p> <p>b. APPLICATION FOR PLANNING PERMISSION - DC/24/03403 & associated Listed Building Consent DC/24/03404 - Proposal: Householder application - Re-render all elevations, re-roof main house and lean-to, lay new limecrete floors, demolish front porch, repair/rebuild 3 no. chimney stacks, reinstate former door in rear elevation, widen 3 no. windows, replace gable door with window,</p>	

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<p>replace front door, re-open 2 no. fireplace recesses, unblock internal doorway, remove internal partition, demolish partially collapsed outbuilding, demolish brick outbuilding. Location: The Woodlands, Finningham Road, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BQ THE PARISH COUNCIL SUPPORTED THIS APPLICATION</p>	
<p>10 PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only</p> <p>a. APPLICATION FOR PLANNING PERMISSION - DC/24/01920 Proposal: Planning Application - Siting of a non-permanent office unit in the farmyard. Location: Four Ashes Farm, Badwell Road, Walsham Le Willows, IP31 3BT MSDC GRANTED PERMISSION</p>	
<p>11 FINANCE & AUDIT</p> <p>a. The bank reconciliation for period ending 31st July 2024 was approved and signed.</p> <p>b. Accounts awaiting payment summary and invoices for payment. (Appendix 1) was approved and signed.</p> <p>c. The outcome of the External Audit, as circulated and published on 31/07/2024 was noted. No comments were made by the auditor and the Parish Council thanked the Clerk for this outcome.</p> <p>d. The replacement of lamp post (unit 30 Grove Park) quote £1100 + VAT, as circulated last month (10/07/2024) was approved.</p> <p>e. Proposal by Clerk circulated 08/08/2024, for advertisement for paid employee role for the maintenance, litter picking and transfer of recycling at the Play Area was considered. After discussion it was agreed that this might be better combined into another advertisement with the vacant street cleansing role. Clerk to circulate previous ad for input into the specification.</p> <p>f. The request from the project organisers for a donation in the sum of £30.00 for a replacement rose bush in the closed churchyard was approved.</p>	Clerk
<p>12 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere)</p> <p>a. Consideration of the clerk's action log for any matters of concern/note was deferred to next meeting.</p> <p>b. To consider and receive any other matters of concern/note for next agenda.</p> <p>i. It was noted that gutter sweep of all kerbed pavements will take place on or around 22nd August with the possibility of more sweeping on the following day and in time for gardens weekend. Anyone able to move their cars off the road would greatly facilitate this.</p> <p>ii. The Clerk's proposal with regard changes to Play Area gates in the light of vandalism (originally circulated on 18/07/2024) was considered. After discussion it was decided not to do anything for the time being and await the next RoSPA report due in September/October.</p> <p>iii. Closed churchyard - Cllr Tuck proposed a working group to determine a more detailed specification against each of the tasks that form part of the current supply agreement, circulated 09/08/2024. This was agreed. Cllrs</p>	

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<p>Tuck Belson and Roberts will action. Quote for major groundworks at the closed churchyard (as circulated on 19/07/2024) were considered, and noted but not approved for action at this time.</p> <p>iv. Email from Badwell Ash Parish Council inviting interest re joint meeting with Tim Passmore in the autumn, circulated 09/08/2024, was considered and in the light of various issues in the village with anti-social behaviour the Parish Council was keen to attend. Clerk to advise.</p> <p>v. Correspondence from SCC re potential community award was considered. Should it be required, representatives from the Sports Club and the Parish Council will attend.</p> <p>vi. Proposal from Clerk for migrating current independently managed website to a managed service (as circulated on 09/08/2024) was considered. This would improve resilience for the Parish Council on occasion of a change of Clerk and the opportunity to combine this with a move to a .gov.uk domain and .gov.uk style presentation. This was unanimously approved. Clerk to make final enquiries before proceeding and if satisfied to start to work on the proposal.</p> <p>vii. The donation of a notice board for one of the bus shelters was considered and it was decided not to utilise this for the time being.</p> <p>c. Next Parish Council Meeting – 11th September 2024 7pm – Memorial Hall.</p>	<p>NT, RB, TR</p> <p>Clerk</p> <p>Clerk</p>
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APPENDIX 1

Payments for Authorisation AUGUST 2024

#	Payments OUT	Amount	Description
1	Alison Findlay	30.00	Donation for replacement rose bush, closed churchyard
2	Kevin Boardley	389.74	Reimbursement of payment by CC to namesco for cPanel web hosting and backup for two years
3	Rolfes of Walsham	54.54	Catering for flood group meetings
4	Memorial Village Hall	81.00	Hire for PC meeting and two flood group meetings
5	PKF Littlejohn	378.00	External Audit Fee
6	Parish Council Employee	464.88.	Salary
#	Payments IN & Other Payments/Transfers	Amount	Description
1	Suffolk County Council	555.49	Footpaths Grant 2nd Cut

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