



Walsham le Willows PARISH COUNCIL

AGENDA – Meeting - Parish Councillors are summoned to attend the Parish Council Meeting on **THURSDAY 12th September** 2024 commencing at 7.00pm in the Memorial Hall.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Members of the public not wishing to attend in person may submit written representations.

1. OPENING STATEMENT & FOLLOW UP FROM ELECTION OF CHAIR AT ANNUAL MEETING
2. APOLOGIES <ul style="list-style-type: none">a. To receive apologies & reasons for absenceb. Consent to apologies received
3. DECLARATIONS of Pecuniary & Non-Pecuniary Interests <ul style="list-style-type: none">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 hospitalityb. To receive declarations of lobbying for planning matters on the agendac. To receive requests for dispensation
4. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) <ul style="list-style-type: none">a. To approve minutes of 14th August 2024 as true and accurate record of the meeting with correction to minute references 4 a. and 4 b. which referred to correction and approval of minutes for 10 June, which should have read 10th <u>July</u>.b. Review actions outstanding from last meeting
5. REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: <ul style="list-style-type: none">a. County Councillor Fleming<ul style="list-style-type: none">i. Consider representation to be made to SCC with regard to changes to bus services.b. District Councillor Winch
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.
7. REPORTS FROM WORKING GROUPS (Flood, CEP, Traffic) & ACTION LOG REVIEWS <ul style="list-style-type: none">a. Traffic Group<ul style="list-style-type: none">i. To note reply from MSDC on West Street limit locations and decide on response to questions and action.ii. To approve proposal from Cllr Winch for Traffic Group that Locality funding application is made in sum of £635 for MSDC traffic survey at appropriate time.iii. To note the list of accidents compiled for West Street.iv. To note response from Thurston PC giving information on how they tackled the moving of speed limit locations.b. Flood Group<ul style="list-style-type: none">i. Note updated call for land from Richard Parmee at MSDC and that some of the actions he mentions might be relevant to the S19 flood investigation outcomes/recommendations. Decide if a meeting would be useful and when in the process this should be held.c. CEP Group<ul style="list-style-type: none">i. Update from Cllr Brookes re flood plan enquiry to Environmental Health
8. PARISH COUNCIL OBJECTIVES 2024/25 (not covered under working groups - Footpaths,

Shepherd's Grove, Bus Routes, Local Plan)

- a. Footpaths – Consider proposal from Councillor Belson on action to be taken, if any, re deposition of tarmac and concrete on Fishponds Lane.

9. PLANNING, LICENCING & RELATED MATTERS

- a. Planning webinars attended by Councillors – Feedback from Cllrs Mecrow, Winch and any other members who attended. Decide if any follow up needed.
- b. Consider correspondence from local arborist with advice from planning department on removal of Cotoneaster with large trunk and if the Parish Council has any objection.
- c. DC/24/1073/FUL WEST SUFFOLK Proposal Planning application - a. Demolition of existing buildings, b. temporary change of use to open storage (Class B8) for a period of five years including car parking, ancillary welfare facilities, perimeter fencing and associated works Location Shepherds Grove Industrial Estate East Sumner Road Hepworth Suffolk Applicant c/o Agent, Shepherds Grove Investment LLP

10. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only

- a. APPLICATION FOR PLANNING PERMISSION - DC/24/02527 Proposal: Full Planning Application - Conversion of barn to form 1No dwelling (amended scheme to approved Class Q consent under DC/24/00473), including change of use of land to form residential garden. Location: Cobbold, West Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AP MSDC GRANTED PERMISSION

11 FINANCE & AUDIT

- a. To consider and receive bank reconciliation for period ending 31st August 2024 for approval and signature.
- b. To approve accounts awaiting payment summary and invoices for payment. (Appendix 1).
- c. Consider clerks report against insurance renewal advice notes, and quote (£868.49) for annual renewal of insurance with Ansvar through Community Action Suffolk. (Last year's premium was £845.43)

12 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere)

- a. To consider clerk's action log for any matters of concern/note.
 - i. To decide the extent of treeline to be cut back at Memorial Hall site boundary with The Beeches where it overhangs the shed base so that Clerk can obtain quotes.
 - ii. To consider and decide on detailed specification for Closed Churchyard Maintenance against each of the tasks that form part of the current supply agreement.
 - iii. To consider for approval a proposal from Cllr Tuck for replanting of the closed churchyard hedge where there are clear gaps.
 - iv. Consider and decide on any formal response to correspondence from resident about parked cars on bends in The Street following Cllr Belson's informal chat with correspondent.
 - v. Clerk has written to owner of The Beeches to advise of treeline cutting along border with Memorial Hall. Community Council members to propose the extent of treeline to be cut back so that Clerk can obtain quotes.
 - vi. To decide on quote for cutting back treeline along boundary of play area with Upper Meadow residents. The clerk has had conversation with a resident about 'overhanging' trees at Play Area and explained the assessment that has been

obtained from local arborist on where the offending trees are in relation to the boundary (centre of ditch) and therefore where responsibility lays. Clerk invited resident to attend meeting to make representations if they still felt strongly after considering the information given.

- vii. To consider the wording and job description for advertisement for paid employee role for the maintenance, litter picking and transfer of recycling at the Play Area (see email circulated 08/08/2024)
 - viii. Consider the practicality of the donated notice board for bus shelter(s) and if it can be utilised.
 - ix. Consider what if any, publicity it to be given to the recent vandalism of play area equipment.
- b. To consider and receive any other matters of concern/note for next agenda.
 c. Next Parish Council Meeting – 9th October 2024 7pm – Memorial Hall.

K Boardley

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

APPENDIX 1

Payments for Authorisation SEPTEMBER 2024

#	Payments OUT	Amount	Description
1	Ann Brookes	125.00	Reimbursement CEP expenses authorised at last meeting min ref 7dii
2	Nurture Landscapes	132.00	Grasscutting play area and stream verges
3	SALC	168.00	Planning Training Webinars x4
4	Ian Bartholomew	118.37	Reimbursement CEP expenses authorised at last meeting min ref 7dii
5	Kevin Boardley	27.59	Reimbursement of renewed domain for website
6	Just A Gardener	47.00	Chemical weedkilling – closed churchyard
7	Nurture Landscapes	42.00	Stream verges grass cutting
8	Memorial Village Hall	27.00	Hire for PC meeting
9	Kevin Boardley	80.53	Upgrade to paid version of website plugin
10	Parish Council Employee	875.92	Salary
#	Payments IN & Other Payments/Transfers	Amount	Description