



## Walsham le Willows PARISH COUNCIL

**AGENDA – Meeting** - Parish Councillors are summoned to attend the Parish Council Meeting on **WEDNESDAY 9<sup>th</sup> October** 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 (if any required) i. Expression of condolence for Jennifer Blackburn, a former chair of the Parish Council.
2. APOLOGIES a. To receive apologies & reasons for absence b. Consents to apologies received
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 b. To receive declarations of lobbying for planning matters on the agenda c. To receive requests for dispensation
4. MINUTES - To Receive and consider the minutes of the following meetings (as previously circulated) a. To approve minutes of 12 <sup>th</sup> September 2024 as true and accurate record of the meeting for signing with addition of omitted agenda item 9 d., APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/03871 Proposal: Notification of Works to Trees in a Conservation Area - Crown reduce T1 Ash Tree by 6m Location: Willow Tree Farm, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BZ to which the PARISH COUNCIL MADE NO COMMENT a. Review actions outstanding from last meeting
5. REPORTS FOR INFORMATION & QUESTIONS - to receive written reports & put questions: a. County Councillor Fleming i. Consider representations to be made with regard 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 a. <b>Traffic Group</b> – to note the updates in the circulated report b. <b>Flood Group</b> i. To note the updates in the circulated report (which has not been formally signed off by all) and correction by the Clerk that Cllr Brookes had forwarded the CRP to Lorelie Hunt re question on qualification for funding. ii. To note that the Clerk has confirmed with the floods team at SCC that they have received all four documents produced by the flood group and have confirmed that these will all be referred to as part of the S19 investigation iii. To note that S19 flood investigation commenced in September. c. <b>CEP Group</b> – to note the updates in the circulated report
8. PARISH COUNCIL OBJECTIVES 2024/25 (not covered under working groups - Footpaths, Shepherd's Grove, Bus Routes, Local Plan)

9. PLANNING APPLICATIONS, LICENCING, ENFORCEMENT & RELATED MATTERS  
 a. **APPLICATION FOR ADVERTISEMENT CONSENT - DC/24/04267 Proposal:** Application for Advertisement Consent - Construction of 2No externally illuminated Fascia signs and a 1No welcome sign. **Location:** Linton House, The Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3AZ

10. PLANNING OUTCOMES (decided by Mid Suffolk District Council, Planning Authority) for noting only  
 a. **APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/24/03871 Proposal:** Notification of Works to Trees in a Conservation Area - Crown reduce T1 Ash Tree by 6m **Location:** Willow Tree Farm, Palmer Street, Walsham Le Willows, Bury St Edmunds Suffolk IP31 3BZ to which the MSDC RAISED NO OBJECTION

11 FINANCE & AUDIT  
 a. To consider and receive bank reconciliation for period ending 30<sup>th</sup> September 2024 for approval and signature.  
 b. To approve accounts awaiting payment summary and invoices for payment. (Appendix 1).  
 c. To note that quarterly transparency declarations, payments over £500 and variances reports have all been uploaded to website (these form part of agreed internal control checks).  
 d. If these are received in time, consider quotes for tree works to Memorial Hall boundary with The Beeches and the eastern boundary of the Play Area and instruct Clerk accordingly.

12 CLERK ACTION LOG, COUNCILLOR REPORTS & CORRESPONDENCE (if not dealt with elsewhere)  
 a. To consider clerk's action log and any other matters of concern/note.  
 i. Walsham le Willows was chosen as the winner of the 'Most Active Village' category in the 2024 Suffolk Community Awards. The award was accepted for the village by representatives of the Sports Club and the Parish Council. To decide on the location at which the commemorative plaque will be displayed.  
 ii. Consider the draft advertisement and associated information obtained by Cllr Winch, for potential village ranger role and decide on any amendments and next actions.  
 iii. Consider the proposal by Cllr Tuck re Closed Churchyard maintenance going forward, deferred from last agenda.  
 iv. To consider if the Parish Council should make any formal response to Cllr Tuck following his representation re the Closed Churchyard at the last meeting.  
 b. To consider and receive any other matters of concern/note for next agenda.  
 c. Next Parish Council Meeting – 13<sup>th</sup> November 2024 7pm – Memorial Hall.

*K Boardley*

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

**APPENDIX 1**

**Payments for Authorisation OCTOBER 2024**

#	Payments OUT	Amount	Description
1	HPME&TJ Reeve	176.58	Footpaths 2nd cut grant disbursements

2	MartineauFarmsLLP	184.74	Footpaths 2nd cut grant disbursements
3	M Hawes	74.70	Footpaths 2nd cut grant disbursements
4	HPME&TJ Reeve	25.09	Footpaths 2nd cut grant disbursements
5	GB Pollard	46.38	Footpaths 2nd cut grant disbursements
6	P Dryden	48.00	Footpaths 2nd cut grant disbursements
7	HMRC Cumbernauld	211.31	PAYE
8	K Boardley	2.21	Reimbursement foreign exchange fee for tablepress plugin upgrade amount for which was claimed last month
9	Rolfes of Walsham	67.50	Catering for potential CEP rest centre volunteers
10	Ashin Pro Ltd	19.99	Reimbursed to Cllr Bartholomew for wind up torches for CEP reset centre
11	Memorial Village Hall	67.50	Hall hire CEP ERC training & September PC meeting
12	Old Town Trust	250.00	Annual rent for lease of Play Area
13	Parish Council Employee	666.14	Salary
14	Unity Trust Current Account Bank Charges	18.00	Direct Debit Payment
#	<b>Payments IN &amp; Other Payments/Transfers</b>	<b>Amount</b>	<b>Description</b>
1	MID SUFFOLK PAYMENTS	12,499.00	2 <sup>nd</sup> Precept Payment for 2024/25