

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
5 OCTOBER 2009 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

**Present:** Mr Wiley (Chairman), Mr Guyler, Mrs Cook, Mr George, Mrs Parker and 1 member of the public.

**Public comment.** Mrs Wortley advised that the Neighbourhood Watch co-ordinators have been recruited and most of the village is now covered. The scheme will start running as soon as possible and the co-ordinators will meet the Parish Council at the beginning of the next meeting. A pro-forma invoice is being prepared for the signs and will be with the Clerk shortly so payment can be authorised at the November meeting. Once the scheme is up and running, information will be published in Woolpit Diary.

The Clerk read the Police report. There were 3 crimes reported between 1 September and 3 October: 1 theft of a generator, 1 criminal damage to a vehicle and 1 theft from a vehicle. There is a warning on mobility aid companies from Trading Standards. This information will be passed to the Luncheon Club and Over 60's.

1. **Apologies for absence** were received from Mr Howard, Mr Melvin, Rev Farrell and Mr Lomax.

2. **To receive declarations of interest.** There were none.

3. **To approve minutes of the meeting 7 September 2009.** The minutes were approved and signed.

#### 4. Clerk's Report

**Overgrown hedging Mill Lane** – the Clerk is trying to communicate with Orbit Housing to establish which hedging belongs to their housing scheme and need cutting.

**Millennium Garden** – Mr Wiley has carried out repairs to the brickwork.

**Diary adverts** – the Clerk advised that we have an incorrect advert in the Diary since the beginning of April which cannot be charged for as it is only information on products used. It is hoped this will be rectified for the next issue.

**Diary editor** – Bradley Sieve has resigned and a new editor is required for the next issue. One volunteer has come forward so far and his enquiry will be acknowledged. Time will be allowed to see if anyone else wished to take the post. *Action: Mr Wiley*

**Audit of accounts year ended 31 March 2009** – the audit has been completed and BDO Stoy are recommending further Fidelity Guarantee cover. This will be discussed at the November meeting.

**Old allotment land, Rags Lane** – the Clerk has spoken to Mr Scott the landowner and asked that he arranges for hedges to be cut in Rags Lane and Drinkstone Road.

#### 5. To receive correspondence/communications and deal with any matters.

**Mr Howard** regarding his concerns regarding his ability to remain as Chairman with his work commitments. The Clerk will contact him to see how long he expects them to continue for. **Mr Jackson** complaining about the noise at Leggetts. He has already been to MSDC Environmental Health and asks the PC for help. The Clerk has already contacted Planning Enforcement to see if there is something within the planning conditions set when permission was granted. This is not the case the email has been passed through to Environmental Health. The Clerk was asked to write a letter to Leggetts Ltd supporting them as a local business but there is a need for a good relationship with neighbours and a need for consideration to those living nearby. **Mr Bier, Inside Out** has offered to steam clean the Millennium Garden in exchange to market the service in Woolpit Diary. Mr Wiley will contact Mr Moss who laid the bricks because it was felt that the bricks were too soft to be steam cleaned and would be damaged. Mr Wiley will then respond to Mr Bier. **Active Wellbeing Fit Villages** pass to the Village Hall Committee. **SCC** information on street lighting

routine maintenance and energy costs. **MSDC** affordable housing seminar 9 October. **MSDC** Parish Clerk & Chairman information. Cllrs felt it was acceptable to supply home details but not the Chairman's work details. **MSDC** information regarding dumping garden waste in ditches. **SCC** Suffolk Household Waste Recycling Centres-glass recycling changes. **MSDC** Community Engagement questionnaire it was unanimously agreed not to complete the form. **Woolpit Village Hall Committee** requesting help in resolving issues with the street light in Mill Lane. The Clerk will discuss with Bernie Rushbrooke, SCC. **The following items were passed to Cllrs for circulation** Highways Agency helping you with your journeys Central England September-November; Optua News and Views spring & summer 2009 + Annual Review 2007/8; Mid Suffolk South & Stowmarket Neighbourhood Watch newsletters 11, 14, 18 September & 2 October; CCLA Ethics information. **Product information** Timberline. Wicksteed Playscapes. Clarkes's of Walsham.

## **6. Planning – to consider any current applications and receive MSDC decisions.**

**2294/09** Erection of single storey side extension. 36 Roman Fields – support with comment that it is hoped a party wall agreement has been made if necessary.

**2869/09** Various work to trees in Woolpit Village Hall Car Park, Mill Lane – support.

**2823/09** Retention and completion of single storey and two storey extension to existing factory. Two Sisters Ltd, Haughley Park – comment only reiterating concerns of HGV traffic using village roads as sent with application 1077/08.

**2396/09** Change of use of agricultural buildings to use as scaffold storage office and staff room. Lawn Farm, Warren Lane – support with conditions to a) adhere to and not extend working in the future from 0730-1730 hours Monday to Friday, 0800-1300 hours Saturday and no working Sunday and bank holidays to protect amenity and privacy of neighbouring properties b) all vehicles leaving the premises into Warren Lane turn left and from there go onto the A14 without going through any of the adjoining villages.

**2420/09** Erection of general purpose storage barn. Poplar Farm, The Heath. MSDC decision – permission granted.

Mr George attended a meeting at the Woolpit Café site. There is a current permission on the site and the meeting was to discuss a proposal which will improve on this. Concerns were expressed regarding parking and there will be prohibition for overnight parking.

## **7. To approve accounts for payment.**

Mr K Harknett £52.88 litter picking September; Suffolk county Council £125.55 pension payment September; Mrs P Fuller £47.88 expenses July-September; Suffolk County Council £1502.03 street lighting April-September 09; BDO Stoy Hayward LLP £327.75 audit of annual return year end 31 March 2009; SPL Print £180.00 October/November Woolpit Diary and Suffolk ACRE Services £56.32 additional premium 2009/10 as the sum assured had been incorrect in the letter agreed at the last meeting. All payments were approved and cheques issued.

## **8. To consider requests for grants.**

A request for a grant towards running costs at The Blackbourne Centre, Thurston has been received. This is a Day Centre for the elderly frail and a resident of Woolpit attends every Tuesday. Cllrs asked the Clerk to request what the Centre does, how it is run, how many attend, what is provided and could further residents of Woolpit be accommodated. A set of the last audited accounts will also be requested. Once this information is received, Cllrs will reconsider the request. *Action: The Clerk*

## **9. To further discuss a Parish Council room in Woolpit Institute and take any necessary action.**

As a member of the Institute Committee, Mr Wiley signed the interest book.

The Institute Committee has advised that the additional room could be made available for the sole use of the Parish Clerk for a rental of £50 per week. Cllrs feel that this is too expensive and the Clerk will respond that the Parish Council do not find this rent acceptable but if the Committee wishes to reconsider they can come back to us with a revised figure.

*Action: The Clerk*

**10. To consider a quote for the removal of a dead tree near the children's play area and take any necessary action.**

The Gadd Brothers, as the approved contractor for three years, have quoted £90.00 to dismantle the tree and remove all waste. This was unanimously accepted by Cllrs.

**11. To discuss responses received from Royal Mail and the Post Office regarding removal of sorting from Woolpit Post Office and take any necessary action.**

The Clerk read the letters received. To make improvements to the service they provide, Royal Mail has had to make a number of operational changes in the IP postcode area. The ongoing issue at Woolpit with regards to working restrictions meant they needed to take action. Alternative premises locally were investigated but did not prove to be economically or operationally viable. This was mainly due to the scheme at the Institute did not meet the requirements of Health and Safety legislation that applies to Royal Mail. Therefore the mail preparation work was relocated to Bury St Edmunds. The decision should not impact on the level of service provided and there are no known plans to close Woolpit Post Office.

**12. To receive a report from the Litter Picker.**

The litter bins have now been erected in the correct locations within the children's play area.

**13. Rookery Farm, Drinkstone – to receive an update on current issues.**

There have been no developments this month.

**14. To receive an update on Steeles Road redevelopment**

Notes from the Steering Group meeting 9 September: building work on phase 1 is due to start 14 September and finish in January 2010. There are 5 phases finishing in 2012. There will be 51 properties mainly rented but some owner-occupied. Lorries will be required to move one-way from the School to Green Road and turn left into Green Road. The developer is aware of school start and finish times. There will be a sod turning event for which a date is to be arranged. The service charge for each property which is in addition to the rent will be £13 per month. This would increase to approx £30 per month if a community room is provided. The £17 service charge per month for the community room could be reduced if it were subsidised in some way such as by the rental charges or contribution from the PC. Arrangements would need to be made about administering the room. MSDC has arranged a meeting of residents to see how they feel about paying for the community room. This will be held on 6 October and Mr Guyler will attend.

**15. Date of the next Parish Council Meeting – Monday 2 November 2009 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.50 p.m.

Signed.....

Dated.....

