

**MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
3 OCTOBER 2011 AT 7.30 P.M. IN WOOLPIT INSTITUTE**

**Present:** Mr Wiley (Chairman), Mr Guylar, Mrs Cook, Mr Smith, Mr Lomax and 3 members of the public. Mrs Parker joined the meeting at 8.00 p.m.

**Public comment:** In the absence of the Police, the Clerk read the report. There were 7 crimes reported between 3 & 27 September; 2 criminal damage to a vehicle, 1 driving a motor vehicle with excess alcohol, 2 theft other, 1 burglary of a dwelling and 1 causing affray. The next Mid Suffolk West Neighbourhood Watch meeting is on 27 October. A new non-emergency telephone number 101 will launch in Suffolk during October.

It was noted that a vehicle has been speeding up and down Heath Road. If the registration of the vehicle can be obtained this can be passed to the Police. County Cllr Storey advised that public consultation on budget proposals has commenced. Recruitment of a new Chief Executive is underway and interviews will take place during October. Plans to deliver high speed broadband across Suffolk are to be fast-tracked. A six week consultation on the mobile library service is underway. The proposals under consultation are reducing the service from fortnightly to four weekly and removing mobile library stops in parishes and towns which already have a library building. Cabinet has agreed proposals for Catholic schools in Bury St Edmunds to become 2 tier and also agreed funding to support proposal in first schools in the Thurston area to enable a move towards 2 tier education. Key Stage 2 results were up by 1% and GCSE results by 4%. This year has seen 14 of the new-style secondary academies set up and 3 old-style sponsor led academies open their doors.

1. **Apologies for absence** were received from Mr Melvin, Mr Jones, Mr Hardiman and PCSO Pendergast.

2. **To receive declarations of interest.** Mrs Cook declared a prejudicial interest in planning application 2746/11 6 White Elm Road and duly signed the interest book.

3. **To approve minutes of the meeting 5 September 2011.** The minutes were approved and signed.

#### 4. **Clerk's Report**

**Conclusion of Audit** – BDO LLP has signed of the accounts to 31 March 2011. 2 issues have been raised; Fidelity Guarantee insurance cover needs to be looked at for the end of year balance plus 1<sup>st</sup> half precept and assets register now has to reflect cost amount rather than replacement value. The Clerk will investigate regarding Fidelity Guarantee increase and the asset register has already been amended and proxy figures included where original cost is unknown and restated on the Annual Return.

**Community Speedwatch** – Mr Wiley has been advised that 4 residents have volunteered for the scheme. He will ask Sgt Paterson if this is enough to form a group.

**Hedging around playing field** – The PF Committee asked why we do not get the quotes as WPC pays the cost. The Clerk has gone back and advised that as Lessees they are responsible for the upkeep and currently WPC chooses to grant the funds to pay for the work but this might not always be the case. Mr Smith feels that the PC should draft a specification that can always be used and set a figure that Cllrs are prepared to pay for the work. This will be an agenda item at the November meeting.

**Savings accounts** – the Clerk has spoken to SALC regarding the suitability of the Cambridge Building Society account. There are no directives as to the types of account and investments parish councils can have. The Co-op Bank has now advised of accounts for PCs that is paying 2% interest and the Clerk was asked to get

this account information also to contact a council that has the Cambridge BS account to see if it meets pcs needs.

*Action; the Clerk*

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

**Mr Lynch** speed limit enforcement along The Heath. **Atkins** A14 work overnight 10-22 October. Diversions will be in place from junction 51 Beacon Hill to 43 St Saviours Interchange. **Mid Suffolk Action in Partnership** information. **SALC** course information and AGM details 7 November. **SCC** update on company to replace Suffolk Traded Services. **MSDC** Lullaby Concerts, Mid Suffolk Countryside Activities and Thornham Walks October. **Suffolk ACRE** Digital switchover Tacolnston Transmitter November. **Mrs Taylor** thanks for information regarding ownership of tree. **Boundary Commission** for England 2013 Review of Parliamentary Constituencies in England. **The following items were passed to Cllrs for circulation:** NALC how to respond to planning applications guide; Suffolk on Board revised bus services in Suffolk, none affect Woolpit. Suffolk Constabulary Annual Business Crime Forum 9 November; MSDC Town & Parish Council newsletter September; Suffolk foundation Transforming Suffolk Community Fund deadline 21 November; Suffolk ACRE Local Food Suffolk project.

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

**2908/11** Erection of first floor extension over existing front and side extensions. Honeyplot Cottage, Borley Green – support.

Mrs Cook left the meeting at 8.10 p.m.

**2746/11** Erection of 2 storey rear extension (following demolition of existing ground floor extension). Old Stable Cottage, 6 White elm Lane – support.

Mrs Cook rejoined the meeting at 8.15 p.m.

**3145/11** Rebuild 1 bay window to front elevation, install boiler flue to side elevation, fit window to side elevation, erect internal partitions and internal alterations.

Addisons, The Street – support.

**2629/11** Demolish garage and erection of single storey side extension. Vine Cottage, Green Road. MSDC decision – permission granted.

**3024/11** Non-material amendment on various windows granted under permission 2004/11 CotSDale, Rags Lane have been determined as satisfactory by MSDC.

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

Payment of £59.94 to Anglian Water for the allotments 16 Feb-19 August 2011 was unanimously ratified. The following accounts were approved and cheques issued: Mr K Harknett £50.02 litter picking September, Suffolk County Council £209.01 pension payment September; BDO LLP £342.00 audit of accounts to 31/3/11, Woolpit Village Hall £180.00 reimbursement re Circus cheque, Mrs P Fuller £309.36 salary increase for Millennium Garden and expenses June-September; HM Revenue and Customs £68.13 tax June--September.

#### **8. To further discuss an additional bench for the Pump Garden to mark Her Majesty the Queen's Diamond Jubilee in 2012 and take any necessary action.**

The Clerk provided some websites for consideration but Cllrs would like to investigate local smithies for a bespoke bench. Mrs Parker is aware of 2 and will contact them. The idea of a lych-gate for the Church was a further idea. After discussion it was decided to put the ideas to the Steering Group advising that WPC is prepared to fund a bench but if they have different ideas WPC would consider these as an alternative. The Steering Group would also be asked to look at public fundraising for a lych-gate at the church.

*Action: the Clerk/Mrs Parker*

#### **9. To debate the Draft National Planning Policy consultation and take any necessary action.**

Having read the easy to read copy of the draft, Cllrs feel that as MSDC has a Local Plan this will take precedence and agreed not to respond to the consultation.

**10. To discuss a time limit waiting restriction within the village centre and take any necessary action.**

To move matters forward Mr Wiley will arrange a meeting with the Police.

*Action: Mr Wiley*

**11. To review arrangements for snow clearance in the parish and the possible introduction of a volunteer scheme and take any necessary action.**

It was agreed to take no action at this time.

It was unanimously agreed to bring forward item 17.

**17. To consider the amount of a grant for her Majesty The Queen's Diamond Jubilee Celebrations in the parish.**

The Clerk will apply to light the beacon. There is to be a service of thanksgiving at the Church. The Steering Committee are looking to organise a street party followed by an evening event and looking into a commemorative gift for the children. The Clerk will check our insurance to ensure that the events are covered by our insurance or arrange additional cover. It was proposed, seconded and carried to make a grant of £2012.00 to cover the celebrations.

*Action: the Clerk*

**12. To consider whether Woolpit PC will take up the invitation to join the scheme to change to intelligent street lighting and take any necessary action.**

It was unanimously agreed to join the scheme. Mr Guyler will look at lights with G39 issues so these can be resolved during this work.

*Action: Mr Guyler*

**13. To discuss SCC consultation on the mobile library service and take any necessary action.**

SCC is proposing to reduce the service to once every four weeks from the current two weeks. A letter will be sent deploring this move as most residents who use the service are elderly and would find it difficult to carry additional books to cover the longer period.

*Action: the Clerk*

**14. To review Standing Orders and Financial Regulations and take any necessary action.**

It was proposed, seconded and unanimously agreed to adopt the current model Standing Orders and Financial Regulations in their entirety without alteration or modification.

**15. To consider the tenancy of allotment old number 6 and take any necessary action.**

It was agreed that the person subletting the plot has no right of tenure and that half of the plot will be relet to someone on the waiting list. The clerk will discuss with the tenant why half had been sublet without asking permission of WPC before making a decision at the November meeting whether to renew the tenancy for the half plot the tenant has been cultivating. It has come to light that another tenant has left the village without advising WPC and therefore a letter will be sent advising that he is no longer entitled to an allotment in Woolpit.

*Action: the Clerk*

**16. To consider siting for bench found and take any necessary action.**

As the bench was presented to the Playgroup by WPC it is no longer in our ownership. It used to be sited on the playing field and the Clerk will contact Mrs Semmens so that the Playing Field Committee reclaims the bench. *Action: the Clerk*

**18. To receive a report on the meetings regarding parking at Woolpit Health Centre and Woolpit Primary School held on 16 September 2011 and 27 September 2011.**

It was agreed that this item should be discussed in Camera.

**19. To receive an update on village centre Highways matters.**

Mr Wiley met with David Stiff, John Simpson and Charlie Mitson as we have now been allocated to the Central Area team. SCC ordered the replacement bollards for outside Granmore but Bury St Edmunds TC took them and the bollards have had to be reordered. Flooding outside Oak Cottage and at the entrance to Rags Lane will be rectified. The bollard suggested for Masons Lane and issues regarding the one way system round the Pump Area will be looked at again and the road edge between Addisons and The Co-op is to be redone.

**20. To consider SCC Consultation: The Budget Challenge and take any necessary action.**

It is very difficult to make constructive comment without having a breakdown of costs per heading. It was proposed, seconded and carried not to comment.

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

An improvement this month as part of the playing field has been sectioned off to allow the mesh to be laid.

**22. Date of the next Parish Council Meeting – Monday 7 November 2011.** Noted.

The meeting closed to the public.

**18. To receive a report on the meetings regarding parking at Woolpit Health Centre and Woolpit Primary School held on 16 September 2011 and 27 September 2011. IN CAMERA**

Various options to relieve parking problems on Heath Road are to be looked into.

The meeting closed at 9.55 p.m.

Signed.....

Dated.....