

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
5 SEPTEMBER 2011 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

Present : Mr Guyler (Chairman), Mrs Cook, Mr Jones, Mr Hardiman, Mr Melvin, Mr Smith, Mr Lomax and 2 members of the public.

Mr Guyler welcomed Mr Hardiman and Mr Jones as members to the Council.

**Public comment** PCSO Pendergast advised that there have been 5 crimes reported between 15 July and 2 September; 2 criminal damage to vehicles, 1 driving a motor vehicle with excess alcohol, 1 criminal damage to a hedge and 1 criminal damage to a vehicle. A male has been issued with a section 59 warning with reference to an incident that occurred on the Village Green involving a motor scooter. Information on crime reduction, free electric blanket safety checks and results of the Suffolk speed enforcement campaign were received.

County Cllr Storey advised that Mark Bee, Leader of SCC has outlined his priorities and his focus will be on providing good quality, value for money services whilst keeping council tax down. Lucy Robinson has been appointed as SCC's interim Chief Executive for up to 6 months until a permanent replacement is recruited. The Cabinet will meet on 14 September and the agenda includes 2011-12 Quarterly Budget Monitoring report, 2011 Annual Public Health report and a report on the organisation of schools in the Thurston area. Cabinet meetings will now take place at various locations around the County. A full council meeting takes place 22 September which includes a report on amendments to the Council's Constitution. District Cllr Melvin advised that the merging of activities with Babergh continues and he is on the joint Scrutiny Committee.

1. **Apologies for absence** were received from Mr Wiley and Mrs Parker.

2. **To receive declarations of interest.** Mr Guyler declared a prejudicial interest in the planning applications for Winchelm and Woolpit Interiors and Mrs Cook declared a prejudicial interest in the planning application for Woolpit Interiors. They duly signed the interest book.

3. **To approve minutes of the meeting 18 July 2011.** The minutes were approved and signed.

#### 4. Clerk's Report

**Councillors details for Woolpit Diary** – names, telephone numbers and email address will be included in the October/November issue.

**Police Changes** – Sgt Curtis has moved to another area. Sgt Neil Paterson will cover our area as well as Stowmarket SNT. He will be based in Stowmarket.

**Road name signs** – Masons Lane sign has now been moved and the Bury Road sign erected.

**Telephone bills** – a Direct Debit has been set up to pay bills on a quarterly basis.

**Litter bins** – the Clerk has checked the list provided by MSDC and there are 2 differences which will be advised to Sarah Carter MSDC.

**Heath Road Footpath/cycle route** – both areas are not designated for horses. SCC has provided some signs to put up.

**Filming in the village** – this had worked very well and the gatemen were extremely friendly and helpful.

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

**Forestry Commission** Big Tree Plant Funding Scheme passed to Woods for Woolpit. **MSDC** Thornham Walks and Countryside Activities in Mid Suffolk

September. **Zurich Municipal** further information on claim, The Firs. **SALC** training dates. **SLCC** National Conference information. **Mid Suffolk Axis** members day 20 September. **MSDC** Parish Liaison meeting 13 October 2011 Mr Guyler to

attend. **MSDC** The Queen's Diamond Jubilee Beacons. Discuss at the Jubilee public meeting 20 September. **First Steps to Play** help to pay for TV licence for family advise to contact Rev Farrell. **SCC** restructuring of Highway and Transport Services. Woolpit now comes under Central Area. **The following items were passed to Cllrs for circulation:** MSDC Strategic Housing newsletter July 11; SALC Mid Suffolk South Area meeting 8 September; Suffolk Constabulary Mid Suffolk South SNT priorities for next 3 months; SCC Queens award for Voluntary Service; Suffolk Link Annual Report 2010/11; Policing in Suffolk newsletter July 2011; Suffolk View summer 2011; MSDC Rural Art Directory 2011; RHS letter; Suffolk ageuk Pride of Place; Suffolk Acre Update summer 2011 & making life better; SCC Home Grown; Clerks & Councils Direct September 2011.

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

**2629/11** Demolish garage and erect single storey side extension. Vine cottage, Green Road – support.

Mr Guyler left the meeting at 8.13 p.m. It was proposed, seconded and carried that Mr Melvin take the Chair until Mr Guyler is able to rejoin the meeting.

**2496/11** Retention of alterations to rear roof of extension approved under Planning Permission 0127/06. Pitched roof carried over existing flat roof. Winchelm, Rags Lane – support.

Mrs Cook left the meeting at 8.15 p.m.

**3579/10** change of use and extension of former commercial property to form two dwellings. Extending one property from single storey to two storey. Demolition of existing garage. Rear extension to form garden room. Woolpit Interiors, The Street. The amended plan shows the reduction of the length of the garage to allow easier access to parking at the rear of the property. This allows WPC to withdraw its objection to the application. Cllrs feel that the properties should not be occupied until this part of the work has been completed and ask MSDC to make this a condition in granting permission.

Mr Guyler and Mrs Cook rejoined the meeting at 8.22 p.m and Mr Guyler resumed as Chairman.

The following applications have received planning permission from MSDC

**1166/11** Erection of first floor side and rear extensions and single storey front extension under existing roof. The Hollies, Mill Lane.

**0799/11** Installation of satellite dish to rear elevation. The Co-op, The Street. (Listed Building consent)

**1840/11** Detached single storey dwelling. Land to the rear of Barrendale, Heath Road.

**3512/10** Change of use of agricultural land to vehicle enforcement site, erection of office building, construction of weighbridge, hardstanding parking and inspection areas, vehicle access and egress and attenuation pond. Land adj Kiln Lane, Elmswell

**1147/11 & 1150/11** Single storey rear extension. Granmore, The Street.

**2004/11** Rear extension and internal alterations to have accommodation in the roof. Installation of heat source pump. CotSDale, Rags Lane.

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

The following payments were ratified. Mr K Harknett £51.38 litter picking July; Suffolk County Council £139.34 pension payment July and BT Payment Services £21.34 monthly phone bill. The following payments were approved and cheques issued: Mid Suffolk District Council £115.10 Bury Road sign, F A Valiant £1200.00 repair work to the church; SPL Print £215.00 Woolpit Diary August/September, Mr K Harknett £60.84 litter picking August, Suffolk County Council £139.34 pension payment August and Suffolk ACRE Services £1112.49 insurance renewal 1 October 2011 – 30 September 2012.

**8. To receive additional information regarding the proposed extension to Village Hall Car Park from the Village Hall Committee and consider granting permission for the work to be carried out.**

As all the additional information requested has been received, Cllrs agreed that the work can proceed. It is noted that County Cllr Storey advised that Locality Funding is in hand.

**9. To appoint a representative to the Unity Housing Steering Group.**

Mr Hardiman was unanimously appointed. Mr Melvin also attends the meeting as District Cllr.

**10. 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.**

This was deferred to the next meeting.

**11. To consider quotes for hedge cutting around the playing field and take any necessary action.**

There seems to be a disparity between the quotes. On the face of it Countryside, Conservation and Trees is considerably better value but they have not had a meeting on site with the Village Hall Committee to ensure quotes are like with like. As Gadds have been the previously preferred contractor the Clerk will ask the VHC to advise them that a lower quote has been received to see if they can review their figure as we would like to use them again. Also that the VHC meet with CCS to ensure that they have quoted for the same specification.

*Action: the Clerk*

**12. To discuss banking a cheque made payable to Woolpit Parish Council for the Village Hall Committee and subsequent reimbursement and take any necessary action.**

It was unanimously agreed to bank the cheque and then reimburse the VHC once funds have been cleared.

*Action: the Clerk*

**13. To discuss parking issues outside Bridges, The Street, following correspondence from SCC and take any necessary action.**

SCC has advised the only solution is waiting restrictions or a wide white line outside Bridges as the path is not wide enough for a bollard. Cllrs do not consider waiting restrictions appropriate and feel a solid white line will be ignored and exacerbate the situation. The Clerk will advise SCC.

*Action: the Clerk*

**14. To consider a request from St Mary's Church that WPC makes a contribution to ongoing maintenance and cleaning of the lavatory in the church as it is accessible for public use during the day and take any necessary action.**

As the Council gave a grant to the SNAP project, it was not felt that additional payments could be made towards ongoing maintenance.

*Action: the Clerk*

**15. To discuss MSDC changes to consultations on planning applications and take any necessary action.**

From 29 August MSDC will notify PCs about new applications by sending an email to the Clerk. This email will act as the start of the 21 day consultation period. Paper documentation can still be requested but the consultation period will not normally be extended. Responses should be made online via MSDC website. The Clerk was asked to request paper documentation for all applications but Cllrs will need to look into a PowerPoint/projector for future use.

*Action: the Clerk*

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

Cllrs were asked to read the easy to read summary – Draft NPPF and then this matter will be discussed further at the October meeting.

*Action: all Councillors*

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

This matter was deferred to the next meeting.

**18. To discuss SCC letter regarding Developer Contribution Community payments and take any necessary action.**

The Clerk will write to MSDC asking that WPC is notified of all applications and deposits so that Cllrs can be aware of the current situation. The Clerk will contact Robyn Harris, MSDC to get an up to date spreadsheet and arrange to receive on a regular basis.

*Action: the Clerk*

**19. To consider taking action to clear overgrown hedging and brambles along Elmswell Road and take any necessary action.**

The Clerk was asked to obtain three quotes.

*Action: the Clerk*

**20. To discuss replacement of 2 litter bins in Steeles Road and take any necessary action.**

It was agreed to purchase one bin and site on the middle gate of the green area.

*Action: the Clerk*

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

This item was deferred to the October meeting.

**22. To consider transferring some funds to a Bond with The Cambridge Building Society and take any necessary action.**

Having checked that this is a suitable account with SALC, the Clerk will arrange invest £30,000.00 in a Cambridge Notice Council Saver account @1.75% interest.

*Action: the Clerk*

**23. To discuss current cheque signatories and take any necessary action.**

It was unanimously agreed to leave the cheque signatories as Cllrs Wiley, Guyler and Lomax.

**24. 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.**

The Clerk was asked to investigate if we can negotiate a discount if we have the parish lights changed at the same time as SCC lights. The Clerk will provide Cllrs with a list of parish owned lights so that this matter can be discussed more fully at the October meeting.

*Action: the Clerk*

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

Cllrs will look at the mobile library consultation document and then this matter will be discussed again at the October meeting. No documentation has been received to date regarding SCC budget consultation.

*Action: the Clerk/all Councillors*

**26. To consider MSDC Budget Challenge and take any necessary action.**

Cllrs agreed that WPC cannot make any useful comment without having a full knowledge of how MSDC works.

**27. To receive a report from the Footpath/Tree Warden.**

All footpaths were walked and inspected during August and all were in good condition with notices visible. Some hedge trimming was carried out where necessary. It would appear that SCC has carried out the second cut of Category 1 paths during August. There is a lot of litter and garden refuse along Footpath 4.

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

There has been a lot of litter in both the car park and on the field including bottles, some of which have been broken and cigarette ends. The Police have been asked to patrol the area whenever possible.

**29. Date of the next Parish Council Meeting – Monday 3 October 2011.** Noted.

The meeting closed at 10.05 p.m.

Signed.....

Dated.....