

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

**Present:** Mr Wiley (Chairman), Mrs Cook, Mr Smith, Mr Melvin, Mrs Parker, Mr Hardiman, Mr Guyler and 8 members of the public.

**Public comment:** PCSO Pendergast gave the Police report. There were 4 crimes reported between 28 September and 4 November; 1 criminal damage, 1 obstruct/resist arrest (these 2 crimes are connected) and 2 burglary of other buildings. Anti-social behaviour of mopeds and cars in the car park is becoming a problem and will be given attention. The new non-emergency telephone number for contacting the Police is 101 and is fully operational.

PCSO Pendergast was asked what checks were made at scrap yards with the on-going problem of metal thefts. Paperwork is checked as a matter of course. The Clerk read the report from County Councillor Storey. Deborah Cadman has been appointed as the new CEO of SCC. Proposals are currently being drawn up to find the necessary savings in the budget for 2012/13 while protecting vital front-line services. The Cabinet will debate a new operating model for the County's network of libraries on 8 November. Options for the future of schools in the Thurston area to bring into a two-tier system have now been published and SCC is seeking the views of local people before a decision is taken.

District Cllr Melvin advised that the alignment of services with Babergh DC is progressing and where possible there will be joint services.

Ms Mayhew and Mr Graham spoke regarding that they were unaware that they should not have been subletting their allotment plots.

Ms Geake asked about procedures at the allotments and will write to the Clerk with specific questions.

The Rice family spoke of their concerns regarding safety if they are not allowed to ride/lead horses along the cycle/footways along Heath Road.

Mr Guyler asked that MSDC be contacted again to remove the ivy from the flint wall in Bury Road as it now protrudes over the pavement forcing pedestrians into the road.

Mr Smith spoke of numerous complaints regarding the patching of the A14 and the increase in noise. The Clerk will write to the Highways Agency and copy to David Sparks, SCC.

1. **Apologies for absence** were received from Mr Jones, Mr Lomax and County Cllr Storey.

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

3. **To approve minutes of the meeting 3 October and planning meeting 31 October 2011.** The minutes were approved and signed.

#### 4. Clerk's Report

**Two Oaks Gypsy site, Elmswell** – a report that a 2 storey property was being built on the site has been investigated by MSDC. Part of the building has been demolished and the rest is to be used as a day room. MSDC will monitor the situation.

**Footway and Drainage, Steeles Road** – SCC has advised that a blockage in the drainage pipe is to be repaired along with the footway.

**Bushes outside church wall** – church members have pruned the bushes, however this may not be possible in the future. The Clerk will pass on thanks for carrying out the work.

**Bank accounts** – details of further savings accounts have been received and this will be an agenda item at the December meeting.

**Phone bill** – the first quarterly bill following setting up Direct Debit has been received for £209.18. On investigation with BT the bill covers a period of 5 months. There is a

difference of the cost of the phone line from the original quote which the Clerk is investigating.

**Streetlight 18 Steeles Road** – SCC streetlighting will contact the contractor regarding the streetlight that has been removed due to the redevelopment before removing from our list.

**Certificate in Local Council Administration** – the Clerk has successfully completed and received her certificate.

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

**Eastern Facilities Management Solutions** Business activities and contracts currently with Suffolk Traded Services will transfer to EFMS with effect from 1 November. **SCC** preparation from the coming winter information. Volunteers registered with WPC who clear paths and spread grit will be covered by SCC insurances. Grit pile locations have been given to SCC. **The following items were passed to Cllrs for circulation:** SALC AGM information; came&company parish matters autumn 2011; The Local Councillor issue 2 2011; Mid Suffolk Action in Partnership newsletter autumn 2011; Suffolk ACRE Update autumn 2011, Clerks & Councils Direct November 2011; Babergh & Mid Suffolk affordable housing for PCs newsletter October/November; SCC shared bases for emergency services in Elmswell; SALC course information; MSDC Parish Liaison meeting slides; MSDC Register of Electors 2012 request forms; Ixworth & Stanton Free School Group information.

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

MSDC has granted permission for the following proposals

**3579/10** Change of use of former commercial property to form two dwellings etc. Woolpit Interiors, the Street.

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

**2746/11** Erection of two storey rear extension. Erection of front porch. Old Stable Cottage, 6 White Elm Road.

**3200/11** Installation of solar array panel on southern roof slope of building. OC Jewers and Sons Ltd, Elmswell Road.

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

The following accounts were approved and cheques issued. Mr K Harknett £54.08 litter picking October, Equity pc £51.98 ink cartridges, SPL Print £215.00 October/November Diary, Suffolk County Council £174.18 October pension payment, Mr J Wiley £102.20 allotment stakes and marking out.

**8. To consider the tenancies of allotment old number 6 and take any necessary action.**

It was agreed that Mr Pearson and Ms Mayhew and Mr Graham continue to have half plots. Questions from plot holders are awaited which may result in a more comprehensive agreement being drafted. Allotments will remain as an agenda item until all issues have been resolved.

It was agreed to bring forward item 15.

**15. To consider the provision of bridleways in the parish and take any necessary action.**

There are currently no bridleways in the parish. The Clerk will write to SCC to see if a facility for horses can be incorporated beside the footpath/cycleways along Heath Road.

*Action: the Clerk*

**9. To consider increasing Fidelity Guarantee insurance cover to £100,000.00 and take any necessary action.**

It was unanimously agreed to increase the cover to £100,000. *Action: the Clerk*

**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.**

Mrs Parker has spoken to Mr Bloomfield regarding commissioning a bench. He will be asked for a design and costs for consideration. Mr Chaplin from Buxhall will also be contacted as Cllrs wish to use a local craftsman for this project.

*Action: Mrs Parker*

**11. To discuss insurance cover for the Queen's Diamond Jubilee celebrations and take any necessary action.**

The Clerk has contact Suffolk ACRE who have provided a questionnaire for completion. Cover for 1000 attendees will be arranged. The Clerk will contact Mr Seeley regarding Risk Assessment and Mendlesham PC Clerk for advice on organising a large event for an idea of issues that may occur. Road closures will need to be arranged with MSDC and a TENS license is required. This will remain an agenda item for a monthly update.

*Action: the Clerk*

**12. To receive an update of G39 issues on individual columns from Mr Guyler before confirming to SCC that Woolpit PC will take up the invitation to join the scheme to change to intelligent street lighting and take any necessary action.**

Mr Guyler was thanked for producing a comprehensive report. It was agreed to install part night control equipment on all WPC units apart from 17, 18 & 19 which are to be removed during Steeles Road redevelopment, remove 2 pole mounted lights with G39 issues (unit 24 & 16) as they will have nearby lights from the Steeles Road development, remove unit 23 at The Green, arrange for the light outside The Swan and Woolpit institute to be lit all night for safety. The Clerk will contact SCC to see if they will convert WPC lights at the same time as SCC lights for ease of notifying residents and to find out if there would be a financial benefit in carryout out G39 modification at the same time.

*Action: the Clerk*

**13. To consider drafted hedgerow maintenance specification for hedging work around the playing field to be submitted to the Playing Field Committee to use for future quotations.**

Mr Smith was thanked for producing the specification. After much discussion it was decided to make a grant of £225.00 to the Playing Field Committee annually for three years to cover hedge and tree work around the playing field. This would alleviate the time delays for WPFC to get quotes and forward to WPC for consideration. The Clerk will write to WPFC advising of this and that Cllrs would like to see the work based on the specification. The grant will be paid on completion of the work each year and it will be the responsibility of WPFC to come back to WPC after the three year period for a further grant to be considered.

*Action: the Clerk*

**14. To receive updated quotes for hedge cutting around the playing field from the Playing Field Committee for consideration.**

This item is incorporated in the decision for item 13.

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

Charlie Mitson SCC had agreed to replace the bollards with metal ones suitable for the conservation area. He has now retracted this saying he must replace wood with wood. Mr Melvin will talk to MSDC Conservation Officer to find out what type of bollards are appropriate in the conservation Area so Mr Wiley can pursue this matter. John Simpson, SCC Central Area is looking at better ways to protect the properties at the entrance of Rags Lane.

*Action: Mr Melvin/Mr Wiley*

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

Mr Wiley reported on his meeting with Sgt Patterson. He will now contact MSDC to enquire into the feasibility of any scheme. *Action: Mr Wiley*

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

The car park was slightly better than September but very messy on occasions.

**19. Date of the next Parish Council Meeting – Monday 5 December 2011.** Noted.

The meeting closed at 9.45 p.m.

Signed.....

Dated.....