

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

Present: Mr Wiley (Chairman), Mr Guyler, Mrs Parker, Mr Melvin, Mr Smith, Mrs Cook, Mr Lomax and 4 members of the public.

In the absence of the Police and County Cllr Storey, the Clerk read the reports. There were no crimes reported between 19 June and 14 July. The damage to Woolpit play area reported 7 June has been finalised and investigations will cease unless new evidence comes to light as culprits have not been identified. Information on energy fraud was received and will be published in Woolpit Diary.

County Cllr Storey has provided the full statement issued by SCC following the departure of the CEO Andrea Hill. Recruitment of an interim CEO has begun and it is hoped an appointment will be made by 1 August. Information of the items to be discussed at the next cabinet meeting and full council meeting were received.

Mr R Baker advised that he has purchased Rookery Farm, Drinkstone and is hoping to return to agriculture. This will mean that the lagoons need to be emptied and this will cause a smell again for the short term. An item will be published in Woolpit Diary to advise residents.

District Cllr Melvin advised that the Highways Agency are carrying out road repairs overnight on the A14 to the concrete and felt that as the diversion is via Diss, this could cause problems in the village.

The combining of services with Babergh DC is continuing.

1. **Apologies for absence** were received from PCSO Pendergast and County Cllr Storey.

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

3. **To approve minutes of the meeting 20 June 2011.** The minutes were approved and signed.

It was proposed that as the members of the public were here for planning issues, this item be brought forward. This was unanimously agreed.

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

**2004/11** Rear extension and internal alterations including raising the roof to accommodate first floor accommodation. Installation of air source heat pump. CotSDale, Rags Lane – support.

**1840/11** Erection of single storey dwelling and garage and creation of new vehicular access. Rear of Barendale, Heath Road – support.

**1166/11** Erection of first floor side and rear extensions and single storey front extension under existing roof. The Hollies, Mill Lane. Additional information was received but as this did not change the windows causing concern WPC continues to object.

**0644/11** Installation of satellite dish on rear elevation. Co-op, The Street. MSDC decision – permission granted.

**1156/11** Erection of rear extension to kitchen, remove large window on the front elevation and replace with two smaller windows and demolish the existing chimneystack on the front roof slope. Pitchens End (formally known as Chez Nous), The Heath. MSDC decision – permission granted.

**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 adjacent to Kiln Lane, Elmswell and **1166/11** Erection of first floor side and rear extensions and single storey front extension under existing roof. The Hollies, Mill Lane are to be reported to MSDC Planning Committee 20 July 2011.

**3579/10** Change of use of former commercial property to form two dwellings. Extending one property from single to two storey. Demolition of existing garage. Rear extension to form garden Room. Woolpit Interiors, The Street. The Clerk has been advised that this is to be reported to MSDC Planning Committee 20 July. However, District Cllr Melvin believes it is unlikely to be heard as there is an objection from a neighbour regarding use of land for vehicle access and is likely to be deferred until this has been investigated.

District Cllr Melvin advised that pre application drawings have been received for the Methodist Chapel site which includes the conversion/renovation of the current building to a dwelling and the building of a new property. Cllrs perused the plans and felt that the proposals were positive and were pleased that the current building would be preserved.

EN/10/00221 Building sited in front of Clear View, Bury Road. Planning permission has been granted for the shed and there will be no further action.

#### 4. Clerk's Report

**Pump Garden** – during dry spells Jim Peek has agreed to water shrubs until they are established.

**Review of Standing Orders and Financial Regulations** – Cllrs have been issued with the current models and the matter will be an agenda item at the October meeting.

**Her Majesty's Diamond Jubilee** – a public meeting has been arranged on Tuesday 20 September 2011 at 7.30 p.m to discuss celebration ideas.

**Bollards outside Granmore, The Street** – Mr Wiley has been contact by SCC to advise that they will install a new type of bollard that they use in Bury St Edmunds conservation area that fall down if hit and then can be easily reinstated. An additional bollard in Rags Lane to protect a property has been requested.

**PAYE** – the Clerk confirmed that she is happy to complete all documentation.

**Audit of accounts to 31 March 2011** – this should have taken place by BDO Stoy on 15 July and we await their conclusions.

**Playing Field hedges** – Mrs Moore has obtained two quotes for the PC to consider. However, the Clerk will request that the total for one quote is split to show the costs for the 3 individual hedges as WPC will only consider paying for the hedges beside the garage and the road.

**Small allotment area along Heath Road** – WPC has been approached to sell the 0.17 hectare site. Cllrs are prepared to consider this if an official approach with drawings is received.

**Drinkstone concert advert** – Woolpit PC has been asked to waive the normal advertising fee as the concert is to raise funds for the new village hall as the last was destroyed by fire. Cllrs were prepared to do so on this occasion.

**P.C. Swain** – notification has been received that P.C. Swain will be unavailable for the foreseeable future but the rest of the team hope to be able to maintain the current level of service.

**Masons Lane sign** – the Clerk has contacted MSDC and the contractor was asked to look at moving the sign in December 2010 and will be contacted again to complete the job.

**Intelligent Streetlighting** – further information of the units that SCC own and their intentions has been received. The schedule of works indicates that Woolpit lights will be converted during April 2012. Information on the costs of changing parish lights has been received and will be discussed at the September meeting.

**Health Centre parking** – a meeting has been held and further meeting is to be arranged when Jane Storey is available.

**BT letter of complaint** – a response has been received and a credit note for 3 months broadband received. It was agreed that a combined bill for telephone and broadband would be sent on a quarterly basis and would be paid by Direct Debit.

However, on receipt of the Direct Debit mandate, the letter says we will receive monthly bills. The Clerk has now taken this up with BT.

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

**Atkins** information for A14 Haughley westbound works. The work involves repairs to the concrete carriageway over 3.5km and will take place overnight between September and October 2011 and last for around 14 nights. A total road closure will be necessary and the A14 will be closed between Beacon Hill junction 51 and St Saviours interchange junction 43. Whilst this may cause more traffic through the parish, Cllrs feel that as the closure is overnight and short term this should not cause too much of a problem. **Suffolk Housing Society** Save our Villages Cream Tea 21 July. **Creative Arts East** flyers. **MSDC** a day of play poster, countryside activities and Thornham Walks August. **The Cambridge Building Society** savings accounts for Parish Councils. **SALC** training courses information. **SCC** Thatch Register asking for addresses of thatched properties in the village. **SCC** become a Community Fire Volunteer poster. **SALC** newsletter of the year competition. **SCC** Pension Fund AGM 20 July. **Mr Summerling** copy of letter to Guy McGregor, SCC re Masons Lane. **Mr Bates** bollards still need to be replaced outside Granmore. **Mr Juin** re twinning with Mougou, Deux-Sevres. The Clerk will advise we are already twinned with Bonneville sur Iton. **The following items were passed to Cllrs for circulation:** Clerks & Councils Direct July.

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

Mr K Harknett £26.36 litter picking June; Suffolk County Council £139.34 June pension payment; Woolpit Institute £260.00 office rent August-October 2011; HM revenue & Customs Tax/Ni April-June; Mrs P Fuller £276.24 expenses April-June; SPL Print £215.00 Woolpit Diary June/July and SALC £30.00 councillor briefing Mr Smith. All accounts were unanimously approved and cheques issued.

**8. To receive updated quotes to extend the Village Hall Car Park from the Village Hall Committee and consider a grant towards the project.**

Mr Smith has met with Mrs Moore and Mrs Semmens and provided an analysis of quotes. Additional notes provided to the Clerk advises that no money is required from WPC. After discussion it was agreed that the notes are still insufficient for WPC to give permission for the project to be carried out. A further letter will be sent detailing the information that councillors wish to see. *Action: the Clerk*

**9 To discuss the co-option of two further councillors to fill current vacancies and take any necessary action**

It was proposed, seconded and carried to co-opt Michael Hardiman and Edward Jones. The Clerk will advise MSDC. *Action: the Clerk*

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

Mr Melvin attended the MSDC Community Policy Panel who agreed to recommend total redevelopment rather than refurbishment of the dwellings. This will now be taken to the Executive Committee for approval. Woolpit will be the first in the scheme. It was agreed to defer the appointment of a representative until the next meeting to allow the new councillors to be considered.

**11. To discuss painting the chains and posts around the Pump Garden and take any necessary action.**

The posts will be painted with black hammerite and new chains will be investigated. *Action: Mr Wiley/Mr Smith*

**12. To 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 will investigate the cost of a metal bench to compliment the one already in the garden. This will then be considered at the next meeting. *Action: the Clerk*

The Clerk left the meeting.

**13. To consider quotes for maintenance of the Millennium Garden and take any necessary action.**

Two quotes have been received plus a proposal by the Clerk that she carries out the work in addition to her current hours under her current terms of employment. This would equate to an additional 2.5 hours per week. After discussion it was agreed to add the work to the Clerk's terms for a probationary period of one year.

The Clerk rejoined the meeting.

**14. To discuss rent increase for the farmed area of allotment ground and take any necessary action.**

Mrs Parker has spoken to a land agent who has advised that the good will in this matter should be taken into account when setting the new rent. It was proposed that the rent should increase to £300.00 per year. This was seconded and carried. A letter will be sent to the tenant. *Action: the Clerk*

**15. To discuss the introduction of a fee for emptying the litter and dog litter bins by MSDC from 1 April 2012 and take any necessary action.**

MSDC Executive Committee has approved a recommendation that Parish Councils make a contribution to emptying bins at £10 per litter bin and £15 per dog bin per year. The charges will commence from 1 April 2012 to allow for the sum to be included in the next precept. Cllrs agreed to pay the cost and the Clerk was asked to check the list of bins provided for accuracy. *Action: the Clerk*

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

Some of the palings around the play area have been damaged. Mr Ward has been informed.

**17. Date of the next Parish Council Meeting – Monday 5 September 2011.** Noted.

The meeting closed to the public at 10.22 p.m.

**18. Mid Suffolk District Council Community Payments (IN CAMERA)**

Cllrs feel that WPC should receive regular updates on the funds available and how they are being distributed. The Clerk will contact Chris Fry, MSDC. *Action: the Clerk*

The meeting closed at 10.32 p.m.

Signed.....

Dated.....