

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
1 OCTOBER 2012 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Wiley (Chairman), Mrs Cook, Mr Melvin, Mr Smith, Mrs Parker and Mr Guyler.

**Public comment:** The Clerk read County Cllr Storey's report. SCC has announced that it plans to work with BT to implement the county's Better Broadband for Suffolk programme which means within 3 years, 9 out of 10 properties will have a speed of 10Mbps. The Cabinet meeting 16 October will include change to the policy for charging non-residential services, the Future of Suffolk's Heritage Services, presentation on the 2012 Annual Public Health Report, future back office requirements for SCC, Suffolk Fire and Rescue options for future governance, draft Norfolk and Suffolk Gypsy and Traveller Strategy and paper confirming the new provider for SCCs residential care homes and community wellbeing centres for older people.

The Clerk read the Police report. There were no crimes reported between 4 and 29 September. The next Priority Tasking meeting will be on 2 October at 7.30 pm at MSDC Offices.

District Cllr Melvin advised that MSDC Community Engagement is proceeding. Mr Melvin has a meeting with the CEO regarding his concerns regarding the slow response to issues. An Electoral Area Admin review is about to take place. Mr Melvin will be attending a meeting on Thursday with the housing department regarding the completion of Steeles Road development.

Several concerns have been expressed to Cllrs regarding a brick building being erected on the gypsy site in Elmswell. The Clerk was asked to contact MSDC to ask them to check that it falls within the conditions of the planning permission.

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

2. **To receive declarations of interest.**

Mrs Parker declared an interest in item 9 as the local organiser for the RBL and item 16 as an advertiser in Woolpit Diary and signed the interest book.

3. **To approve minutes of the meetings 28 August and 3 September 2012.**

Both sets of minutes were approved and signed.

4. **Clerk's Report**

**Car park fence** – has been repaired.

**2013 meeting dates** – set in the same format as 2012 were agreed.

**Allotments** – a returned allotment has been reallocated but the new tenant has now advised he has been told by other tenants not to accept the plot as it floods. Mr Wiley will discuss with him further as WPC has no knowledge of this. The 2 allotment wardens will inspect the area and give their opinion.

**Outstanding highways issues** – Mr Wiley and the Clerk are meeting with John Simpson SCC on Thursday to discuss these matters.

**Village Litter Pick** – 28 October has been changed to 2-4 pm. MSDC has confirmed the litter will be collected from the car park week commencing 29 October.

**Footpath 1** – SCC has finally confirmed that Goldstar will deal with the overgrowth within two weeks.

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

**Mrs Brown** copy of letter of complaint to BT regarding poles and wires erected in Mitre Close. The Clerk will write to BT objecting to the poles and wires in an area where none before. **Audit Commission** BDO LLP has been appointed as our

auditor for five years from 2012/13. It was noted that the fees have been reduced.  
**SALC AGM 12 November 2012 invitation. Suffolk ACRE 2012/13 membership list.**

**472**

**The following items have been circulated to Cllrs:** The Local Councillor Issue 3 2012; Clerks & Councils Direct September 2012; MSDC has retained 5 gold stars in the Clean Britain Awards, Police & Crime Commissioners election, Scrutiny Annual Report 2011/12, Community Support funding workshop 24 October, flood risk seminar 20 September; SALC LAIS 1342 council tax, 1343 rural statement 2012 and 1344 Sect 106, LAISU2D12, Code of Conduct briefing and course information, E-Bulletin 31 August, Mid Suffolk South Area Meeting 13 September; Suffolk ACRE Suffolk Car Share information, Local Food Suffolk newsletter September 2012; Rural Services Network news digest 10 & 17 September + 1 October, Opportunities Bulletin September; SCC SOR Consultation in Stowmarket & Stowupland, Ecosystems ground care.

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

**2858/12** Work to oak tree in front garden. Darwen, Masons Lane – no objection but as the tree is considered very important in the area the work should be carried out without causing damage by a reputable tree surgeon.

**2407/12** Erection of one and a half storey detached dwelling and construction of vehicular access. (Resubmission of 1795/12) – supported with same comments as 1795/12 which was withdrawn.

**2018/12** Work to convert attached garage to ancillary accommodation. Erection of conservatory to rear. MSDC decision – permission granted.

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

Mr K Harknett £45.97 litter picking September, Suffolk County Council £186.65 September pension payment, HM Revenue & Customs £109.58 Tax and N/I July-September, BDO LLP £342.00 audit of accounts year ended 31/3/12, Mid Suffolk District Council £366.00 emptying bins 2012/13, Mrs P Fuller £116.19 expenses July-September. All accounts were approved and cheques issued.

**8. To accept and approve the audited annual return for year ended 31 March 2012.**

No matters have come to the auditor's attention giving cause for concern that relevant legislation and regulatory requirements have not been met therefore Cllrs accept and approve the audited return.

**9. To consider a grant to purchase a new poppy wreath for the 2012 Remembrance Service and take any necessary action.**

It was proposed, seconded and unanimously agreed to purchase an open centre wreath at a cost of £17.00.

**10. To consider the purchase of a fire proof filing box and take any necessary action.**

After discussion it was agreed to get documentation back from George & Co, photocopy originals and send originals to Ashton KCJ for safe keeping so that all legal documentation is kept together. There will be no need to purchase a fire proof box.

**11. To receive an update on the additional bench for the Pump Garden to mark Her Majesty the Queen's Diamond Jubilee in 2012 and take any necessary action.** The bench should be completed by end of October.

**12. To discuss the working party at the Millennium Garden 3 & 4 November and take any necessary action.**

Mr Wiley has met with Bob Jackson, Ken Marsh and Chris Wiley who are overseeing the refurbishment of the garden and will decide which shrubs will be kept. They have

been asked to come up with three options. The original plans for the garden cannot be found and therefore Mr Wiley is drawing up a new plan. Martin Baker will bring a tractor and trailer to aid clearance. It was agreed that the side area needs to be

473

brought into the garden. There has been a problem of a resident dumping garden waste on the side area and the Clerk will write to them requesting they refrain from doing so.

*Action: Mr Wiley/ the Clerk*

**13. To debate updating the Parish Plan or producing a Neighbourhood Plan and take any necessary action.**

It was agreed to leave in abeyance and see the progress of other areas for the benefits a NP brings.

**14. To discuss a contract for editing Woolpit Diary and take any necessary action.**

Mr Wiley has had several meetings with Mr Handshaw who has suggested wording for a contract. It was agreed to ask him how much he would charge to work to the priorities he suggests.

*Action: Mr Wiley*

**15. To consider quotes for printing Woolpit Diary and take any necessary action.**

Three quotes have been received and are in line with the increased fee implemented by SPL Print of £269.00 per issue. It was therefore unanimously agreed to continue to use SPL Print for Woolpit Diary.

**16. To discuss advertising rates for Woolpit Diary and take any necessary action.**

Due to the increased costs of printing and the likely introduction of a fee for editing Woolpit Diary, it was agreed to raise advertising rates to £40.00 per year from 2013.

**17. To discuss the report on parking around the Health Centre sent to MSDC by District Cllr Melvin and take any necessary action.**

Mr Wiley has sent an email to MSDC Chief Executive as no response has been received to the report produced by District Cllr Melvin and Mr Wiley. This email has been treated as a complaint and MSDC has to reply within 10 days.

**18. To receive an update on the Steeles Road redevelopment and take any necessary action.**

District Cllr Melvin will be attending the meeting on 4 October. The Clerk will contact Anne Bennett for a response to her letter regarding street lighting.

*Action: the Clerk*

**19. To debate the remaining Jubilee mugs and take any necessary action.**

It was agreed to ask the Post Office and Elm Gallery to sell Jubilee Mugs for £4, giving £3 to WPC.

*Action: the Clerk*

**20. To discuss a request from MSDC to terminate the lease on the car park and take any necessary action.**

A response from MSDC has asked what the minimum terms for Woolpit PC to terminate the lease. Cllrs will consider what we would expect to receive to maintain the car park for the outstanding period of the lease and legal costs to alter the lease. From perusal of the lease there looks to be a deed between the Playing Field Committee as the PC Lessee and MSDC for the area of the car park. The Clerk was asked to respond that without seeking legal advice we cannot answer at present. The lease and deeds need to be studied in detail before taking further.

*Action: the Clerk*

**21. To receive a report from the Litter Picker.** Nothing to report.

**22. Date of the next Parish Council Meeting – Monday 1 October 2012 at 7.30 p.m. in Woolpit Institute.** This was amended to read 5 November 2012.

The meeting closed at 9.55 p.m.

Signed..... Dated.....