

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

Present: Mr Wiley (Chairman), Mr Guyler, Mrs Cook, Mr Smith, Mrs Parker, Mr Melvin and Mr Hardiman. Mr Lomax joined the meeting at 8.00 p.m.

Public comment. The Clerk read the Police report. There was one crime reported between 1 October and 3 November; this was an abusive phone call. Efforts have been made to deal with parking issues surrounding Woolpit School. The Police have paid attention and given advice to stop dangerous parking. Speed checks have been carried out outside the school and Heath Road near Vindis garage and all vehicles were within the speed limits. Business crime is down this year but current issues of concern are overnight thefts from rural businesses and vehicles. There has been a significant increase in the theft of catalytic converters from vehicles.

The Clerk read the report from County Cllr Storey. The Cabinet meeting agenda for November includes the quarterly budget monitoring report at the end of September. The major risks to the council's budget are the cost and demand pressures relating to care services but overall SCC looks to have a likely budget of £2.902m less than the approved budget. The partnership agreement for the Enterprise Zone and the relocation of Southwold Fire Station to Raydon will be discussed by Cabinet members. Work to transfer the residential care homes and wellbeing centres to Care UK can recommence. Care UK has committed to developing ten new care facilities in Suffolk. Information on the National Adoption week 5-11 November was received. District Cllr Melvin advised that a joint meeting for Community Engagement will be held in Elmswell on 21 November 2pm-5pm and 6pm-9pm in The Blackbourne. Mr Guyler asked of the progress of the Parish Council noticeboard. Mr Wiley has a letter from Woolpit Institute giving permission for the board to be erected on the outside wall and a drawing and planning application now need to be submitted to MSDC.

1. **Apologies for absence** were received from Mr Jones.
2. **To receive declarations of interest.** There were none.
3. **To approve minutes of the meetings 1 October 2012.**
The minutes were approved and signed.

4. **Clerk's Report**

Outstanding highways issues – the meeting with John Simpson SCC was very productive. White lines, the keep left sign at the pump garden and the bollards outside Granmore and on the cycle path in Heath Road have been replaced. Substantial road renewal between the village centre and The Green will take place in the next financial year and will incorporate the widening of the road at the junction at The Green and lines marking the narrowing of the road outside Gerwin House. Footway skirting along Bury Road has been ordered and should take place over the next few weeks. SCC has been unable to establish ownership of the hedging in Mill Lane between the White Cottage and the path so SCC will cut back on this occasion. Kerbing and bollards will be investigated to reinforce and protect properties at the entrance to Rags Lane. The Street has too many layers of surface dressing and at some point some will have to be removed and the road rebuilt to help with drainage and flooding. John Simpson will put in a bid for this work but it will be very expensive and may have to be done in stages. The path between The Plough and Mill Lane will be slurry dressed in the next few weeks. The Clerk has now reported trees growing over the road in Bury Road to A1088. Hedging along Broomhill Road and the road surface in Steeles Road has also been reported.

Village litter pick – the turnout was a bit disappointing but six bags and two tyres collected and some signs washed. Another litter pick/sign washing will be arranged in the spring.

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Legal documents – have been collected from George and Co and Ashton KCJ has confirmed they can be stored at the Bury branch.

Jubilee mugs – The Post Office is willing to sell some for the next month but Elm Gallery already has jubilee mugs of their own to sell.

Car park lease – a copy of the under lease has been obtained and this will be discussed at the next meeting in more detail.

HMRC real time – PAYE information will need to be sent with each payment from April 2013.

Grit heaps – a location list has been received from SCC and all Cllrs are happy with the current arrangements.

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

Suffolk ACRE needs volunteers to help residents with community buying of oil.

Suffolk ACRE EGM 26 November. **MSDC** flint wall The Street to be repaired shortly.

Mr Williams feels we do have a suitable site for a skatepark where the basketball court is. **SCC** preparations for winter and information for insurance cover for

volunteers clearing paths + winter gritting workshop. **MSDC** Parish Liaison meeting

28 November. Acknowledgement from **Openreach** to our letter regarding recent

erection of two poles and wires in Mitre Close. **Mrs Moore** copy letter to MSDC re

building at Gypsy site. **SALC** subscriptions fees 2013/14 and AGM 12 November.

MSDC Thornham Walks December and Suffolk Get Active poster. **The following**

items have been circulated to Cllrs: Clerks & Councils Direct November; EFMS

Insight October; Suffolk ACRE Update autumn 2012; SALC Annual Report 2011-

2012, agenda, minutes of the AGM 7 November 2011 and possible resolutions for

AGM 2012; Rural Services network Rural Opportunities, weekly news digest 8, 15, 22

& 29 October, AGM 19 November; Police MSS priorities October to December;

SALC SPS annual conference 10 November, forthcoming courses, NALC Ebulletin

17 October, elections to smaller councils committee, policy briefing on precept

update, request to publicise 3 months consultation on SCC Suffolk Fire and Rescue

service merger with Cambridge F&RS; MSDC emergency planning workshop,

affordable housing newsletter August/September, car park review and under one

roof October.

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

1253/11 Conversion of outbuilding into dwelling for dependant relatives. Street

House, The Street – support.

0946/11 Retention and completion of works to convert garage/store to annex

incidental and ancillary to Street House. Street House, The Street – support.

2407/12 Erection of one and a half storey detached dwelling and construction of

vehicular access. (Resubmission of 1795/12). The Willows, Old Stowmarket Road.

MSDC Decision – permission refused. The site is within the countryside and the

proposal does not meet exceptional circumstances, is considered unjustified

residential development in an unsustainable location outside a defined settlement

boundary. If approved would undermine the character and amenity of the

countryside.

2858/12 Works to oak tree in front garden. Darwin House, Masons Lane – MSDC

does not object.

EN/12/00091. Shed in front garden. 6 White Elm Road. As the shed has not been

removed by end August as advised by the owner, MSDC will allocate to a case

officer.

Two Oaks Gypsy Site in Elmwell. MSDC has responded that officers are aware of the recent brick built single storey building which mirrors previously constructed day

rooms. Officers are currently investigating whether these are in line with the planning permission granted on this site but this matter does not fall as high priority. District Cllr Melvin has received a list of 11 items in the ward which are on the current enforcement schedule. Cllrs were asked their opinion to determine which cases are

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of most importance to the community. It was agreed that two issues at Lawn Farm, 6 White Elm Road, land adjacent to Jumbana Masons Lane should remain on the schedule. Street House, Woolpit Café (old A45), Woolpit Car Boot Thursday trading and Steeles Road issues should now have been settled. Further information was sought on an issue at Woolpit Business Park and Leggetts Transport site. Issues at Rose Cottage were considered a civil issue.

7. To approve accounts for payment.

Mr K Harknett £48.67 litter picking October; Suffolk County council £186.65 October pension payment; SPL Print £269.00 October/November Diary; Woolpit Institute £260.00 PC room rent November 12-January 2013 and MSDC £20.00 lottery permit renewal. All accounts were unanimously approved and cheques issued.

8. To receive a report from the wardens on the allotments and surrounding area and take any necessary action.

The two wardens have visited the allotment area and advised that some plots are in a poor state of cultivation and will be assessed regularly. The oak tree near to plots 1-3 needs some remedial work as does hedging to the front and side of the new allotment area. Cllrs agreed that delegated powers should be given to a sub-committee of Mrs Cook, Mrs Parker as Wardens with Mrs Fuller the Clerk for the standard management of the allotments. Rent renewal letters have been sent out to all allotment holders.

9. 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 new bench and the current bench are being galvanised and should be ready to put in situ late November. When in situ an unveiling ceremony will be arranged.

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

Sadly, due to waterlogging the working party had to be postponed. The new dates are 8 & 9 December with a contingency of 12 & 13 January 2013. These dates will be published in December/January Diary. *Action: the Clerk.*

11. To consider the renaming of part of Old Stowmarket Road to Church Street and take any necessary action.

The residents concerned and MSDC has agreed to the section of the road from Old Stowmarket Road/Heath Road crossroads to Rectory Lane junction to be renamed Church Street. Councillors have no objection to this.

12. To consider the funding required to set up the Community Speed Watch scheme and take any necessary action.

Cllr Storey is providing £750.00 from her Locality budget. Cllrs agreed to fund up to a maximum of £1500.00 to cover the cost of the balance of the camera, signs and jackets. The Volunteers of the Scheme will need to confirm a regular commitment for this sum to be spent. The Clerk will ask the Co-ordinator who insures the equipment and how often the camera needs to be recalibrated. *Action: the Clerk*

13. To discuss the condition of the noticeboards around the village and take any necessary action.

The boards in Borley Green, Lower Broom Road and Heath Road need to be replaced. Mr Wiley and Mr Hardiman will look into suitable materials to use so that pins can easily be used.

Action: Mr Wiley and Mr Hardiman

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

The report was sent to MSDC in July 2012 and acknowledgement of receipt and that it had been passed to a director was received. In September Mr Wiley contacted the

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CEO as no response had been received and this was treated as a complaint. Michael Evans responded that the CEO did not know of this matter and that many parishes have a similar problem and the parish needs to deal with it, also suggesting that people should park on privately owned land. Mr Melvin has since had a meeting with the CEO advising of his unhappiness of MSDC response on this and other issues. Mr Melvin and Mr Wiley are to have a meeting with Michael Evans, MSDC later this week on this matter, taking copies of the police and residents concerns.

15. To discuss concerns regarding traffic around the school area at drop off and collection times and take any necessary action.

Many complaints and concerns regarding traffic along Heath Road have been received. A resident has asked that WPC looks into a crossing patrol. The problem is included in the report the MSDC regarding parking around the Health Centre. Cllrs are concerned that parents dropping off children cause their own problems by poor parking and as Heath Road is a designated lorry route there will not be a bypass around the school. Cllrs will await the outcome of the meeting with MSDC and a report from SCC with the SOR before taking further.

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

It has been confirmed that WPC is not party to the Section 106 agreement when the redevelopment started. Although mentioned in the draft document WPC was omitted in the signed and engrossed copy and are therefore not party to the allocation process of the bungalows. All paperwork should be sorted to allow Orbit Housing to take over the land and phases 4 & 5 should commence November or December 2012.

17. To discuss the condition of the vacant commercial site in Old Stowmarket Road and take any necessary action.

Concerns have been expressed regarding the deterioration of the site and its proximity to the conservation area and its prominent site at the entrance to the village. The Clerk was asked to contact the owner to ask for any information on the new tenants and when they are likely to occupy the site.

Action: the Clerk

18. To discuss dog fouling and take any necessary action.

The Clerk has received several calls regarding dog fouling and one name keeps being given as the culprit. The Clerk will contact MSDC Environmental Health with the name and address of the offender and ask what action they will take.

Action: the Clerk

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

A draft contract was given to Cllrs to peruse. Several amendments were made before the contract was approved. It was unanimously agreed that a payment of £90.00 per issue would be paid to the editor.

Action: Mr Wiley

20. To receive a report from the Litter Picker.

There were no issues to report to Cllrs.

21. Date of the next Parish Council Meeting – Monday 3 December 2012 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 10.09 p.m.

Signed.....

Dated.....