

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY 18 JUNE 2012 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

**Present:** Mr Wiley (Chairman), Mr Hardiman, Mr Jones, Mrs Cook, Mr Guyler, Mrs Parker, Mr Smith and 5 members of the public.

**Public comment:** Mr Cobbold spoke as agent for planning appl 1795/12 stating that although the site is outside the current settlement boundary, the area should be seen as a sustainable residential location.

Mr Parker thanked WPC for all the work put into making the Jubilee celebrations such a success.

Mr Guyler advised that SCC is preparing a countywide digitised footpath map which will be available on SCC website in due course. We can then have a link from the Woolpit website.

The Clerk read the Police report. There were 3 crimes reported between 20 May and 15 June, 1 of note being burglary/criminal damage at an outbuilding at the Cricket Club. Information on outbuildings and garage burglaries and increased security measures, another counterfeit warning on £20 notes and the Suffolk Safe Key scheme were received.

County Cllr Storey's report. At the council meeting 24 May Jeremy Pembroke was elected as Chairman and Anne Whybrow as Vice-Chairman. There is now one less Cabinet members and those responsibilities have been spread around.

Over the next few months road repairs to C403 Elmswell from Warren Lane to U4977 will take place.

The Suffolk Waste Partnership has launched a trial collection for reuse and recycling of textiles from the doorstep. Residents will receive information during June for collections to start in July. This scheme will not replace any textiles that residents would normally donate to charity shops or charity textile banks; it is designed to alleviate some of the 7,000 tonnes of textiles sent to landfill annually.

The Secretary of State has turned down the applications from four middle schools in the area for academy status. SCC therefore knows which sites are available for inclusion in development of options. Stakeholder events have been arranged for the Stowmarket and Stowupland areas to explore the preferred models and public consultation will start in September.

1. **Apologies for absence** were received from Mr Melvin, Mr Lomax and PCSO Pendergast.

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

3. **To approve minutes of the meeting 21 May 2012.**

Folio 453 under public comment Mr & Mrs Burt should be Mr & Mrs Birt.

Folio 454 under football issues on the sports field the posts have been taken down was amended to read that the posts will be taken down. With these two amendments, the minutes were approved and signed.

4. **To receive a presentation from Annette Grey, Suffolk ACRE on updating the Parish Plan and producing a Neighbourhood Plan.**

Mrs Grey explained the differences between a Parish Plan and Neighbourhood Plan. NPs are a Parish Council project and look specifically at land including housing, buildings, allotments and green space and need to comply with the district council LDF, get at least 51% support in a local referendum and finally be adopted by the district council. PPs are community led and look at social, economic and environmental issues which are things that the community can do for themselves. Mrs Grey left documentation for Cllrs to consider before the matter is discussed at a future meeting.

## 5. Clerk's Report

**Pump garden additional trees** – Mr Wiley and the Clerk have looked at the area and feel the only suitable place would be to the rear of the electricity box but this could be problematic with wiring. The stump of the original lime tree is likely to still be there. Cllrs were asked to consider this matter before a final decision is made.

**Notice board, Borley Green** – there is no suitable, safe alternative site for the board. Mrs Cantero is happy to have on her land providing it is cleared of staples so that she can repaint it green and that posters are cleared after events so that they do not blow into her garden. Mr Wiley will arrange for the board to be cleared of staples and Mr Walker will be asked to replace to fascia of the board with a softer wood to take drawing pins more easily. *Action: Mr Wiley/the Clerk.*

**Parish council quiz** – Mr Smith, Mrs Parker, Mr Melvin and Mr Lomax were reminded that the quiz takes place on 12 July at Thurston Grange commencing at 7.30 p.m. Mrs Cook agreed to be reserve.

**Mitre Close parking** – A resident has converted the garden for car parking. MSDC has confirmed that planning permission is not required for an unclassified road. SCC has advised that permission to construct a drop kerb was granted 8 August 2011 and the permission runs for two years. If the pavement is being driven over SCC would like to be informed.

**Masons Lane** – will be closed to lay electricity cable 13-24 August.

**Allotments** – a review of the plots has been carried out and five letters sent to allotment holders whose plots look untidy. All 5 have responded and have mitigating circumstances.

**Mill Lane/Heath Road junction** – concerns have been expressed regarding safety when exiting Mill Lane. Mr Wiley will ask the resident to cut back two bushes to alleviate these concerns. *Action: Mr Wiley*

**Community Speedwatch** – County Cllr Storey is to make a grant of £750.00 for set up costs from her Locality Budget.

**Grass outside the Church** – SCC has confirmed that it will take over the responsibility of cutting the grass via MSDC for areas either side of Rectory Lane.

**Neighbourhood Watch** – Phil Kemp has agreed to send a quarterly written report. The report for the period 14 May to 18 June - 2 offences were recorded, 1 wasting Police time in an incident along A14 slip road and burglary of a building. Information on prank calls from the phone box in Old Stowmarket Road on several occasions, an incident with a dog, suspected theft of a vehicle, rogue trader visiting elderly resident in Briar Hill, travellers selling lucky heather were received.

**High visibility waistcoats** – David Mulley has advised that the waistcoats with Marshall on the back are available for use at village events as needed.

**Steeles Road redevelopment** – Flagship has advised that it will keep the grass area in reasonable order until it is transferred to Orbit and the final phases of redevelopment get underway. MSDC will therefore not now take on the responsibility of the grass. Mr Wiley and Mr Melvin are meeting with Orbit this week.

**Playing Field hedge** – the Playing Field Committee has asked for the grant for 2011. The Clerk has asked them to confirm when the work was carried out and to have sight of the invoice.

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

**Audit Commission** consultation on appointment of external auditor for 2012/13 and future years. WPC are not aware of any reason why BDO LLP should not be appointed. **SCC Pension fund annual meeting 25 July.** **Letter from resident** regarding shed erected in a front garden in White Elm Road has been referred to MSDC. **Freedom of Information request.** A response will be sent within the specified timescale. **MSDC Thornham Walks and Mid Suffolk countryside activities**

July/August. **The following items were circulated to Cllrs:** Mid Suffolk Discovery Project newsletter Spring 2012; Suffolk ACRE Members update Spring 2012, AGM 18 July and funding update; SALC latest LAIS up to date, Making A Change multi 459

agency information, Suffolk Preservation Society AGM 14 June, Mid Suffolk South area meeting 14 June and e bulletin 8 June Right to build funding available to Town and Parish councils; MSDC Under One Roof issue 6 June 2012 and textile recycling trial scheme information; Rural Services Network weekly emailed news digest 28 May, 6, 11 & 18 June; copy letter from resident to David Ruffley regarding concerns of road safety outside Woolpit Primary School; Mid Suffolk South and Stowmarket Neighbourhood Watch newsletter 29 May, 8 & 18 June.

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

**1314/12** Change of use from agriculture to garden land associated with dwelling Grassy Lane Farm. Erection of a cartlodge/garage for purposes ancillary to use of the dwelling Grassy Lane farm for residential purposes. Grassy Lane Farm, Warren Lane – support.

**1782/12** Work to trees – laburnum to be trimmed and two conifers removed. Jumbana, Masons Lane – support.

**1795/12** Erection of a detached dwelling and construction of vehicular access. Land adj The Willows, Old Stowmarket Road – support.

**1802/12** Erection of single storey side extension. The Magnolia, Borley Green – support.

**1242/12** Erection of extension to existing factory. 14 Windmill Avenue. MSDC decision – permission granted.

**4105/11** Internal alterations including changes to room arrangements, new partitions and blocking up doorways, retention of rooflight. Alteration to porch including increasing roof height. Lawn Cottage, Warren Lane. MSDC decision – permission granted.

**EN/12/00064** Fairview Cottage, Borley Green. Erection of cartlodge in rear garden. MSDC advises that no further action will be taken as the cartlodge conforms with Class E of the T & C Planning Order 1995 as amended.

**EN/12/00075** Rear of Barrendale, Heath Road. Non-compliance with approved plans P/P 1840/11 and pre-commencement of conditions 3, 4, and 9 outstanding. A site visit is to be undertaken to assess if any action is appropriate.

**EN/12/00091** 6 White Elm Road, erection of shed. A site visit is to be undertaken to assess what action to be taken.

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

Mr K Harknett £43.26 litter picking May; Suffolk County Council £186.65 pension payment May; Falcon Promotions £1764.96 Jubilee mugs; SPL Print £18.00 Jubilee posters; Mrs C Moss £256.69 Jubilee expenses; Mrs L Grant £120.13 Jubilee expenses; Running IMP International Sports Ltd £17.37 additional race medals Jubilee; Martin Evans £750.00 Jubilee fireworks and Woolpit Institute £160.00 use of facilities for Jubilee celebrations. All accounts were unanimously approved and cheques issued.

#### **9. To complete and sign the Statement of Assurance and Annual Return for year ended 31 March 2012.**

The form was duly completed and signed by the Chairman and Clerk.

#### **10. To receive a report on the Queen's Diamond Jubilee celebrations from the Steering Group and take any necessary action.**

Everything went extremely well and the team worked amazingly hard. The fireworks were spectacular and lots of letters of thanks have been received. Costs of £4363.92 have been incurred with an income of £4010.00 including donations and WPC grant. WPC also agreed to underwrite any deficit up to £1500.00 therefore the deficit of

£353.92 is well within this figure. There will be further money received for the sale of Jubilee mugs which will reduce the deficit further.

It was unanimously agreed to send a letter of thanks from WPC to individual

members of the Steering Group for all their hard work.

*Action: the Clerk*

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**11. 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.**

A copy of the working design produced by Mr G Baker from Mrs Cook's original drawing was presented to Cllrs. This was approved with the R after Elizabeth II removed. Mr Baker will be asked to manufacture the bench.

*Action: Mrs Parker*

**12. To discuss the provision of a skate park and take any necessary action.**

Mrs Parker has visited the Walsham site and advised they have a secluded spot in the village with street lighting which is ideal for their skate park. It looks like it is run by a local Committee rather than the Parish Council. The Clerk confirmed this as she has been in touch with the Clerk who has passed on her email requesting details of the designer, supplier, costs and if funding was obtained.

The Clerk will write to Harry Williams asking him to get a group of users together then Mr Hardiman and Mr Jones will meet with them to discuss what they would like to see in Woolpit, appropriate surfaces etc. The Clerk will also write to Elmswell PC to see if they are considering a skate park.

*Action: the Clerk*

**13. To discuss a concern from Sir Robert Gardiner's Almshouse Trust regarding a proposal from Elmswell Parish Council that the provision of new external all night lighting at the Almshouses needs to be revisited to rectify the industrial appearance and take any necessary action.**

Cllrs support the safety and safeguarding of the residents at the almshouses. The Clerk will advise the Trust accordingly.

*Action: the Clerk*

**14. To discuss the Millennium garden and take any necessary action.**

Mrs Cook advised that some residents now avoid walking through the area as the shrubs are too high and they are concerned that someone could be lurking out of view. The back area is overgrown with nettles which need dealing with. The Clerk will get a quote for the area under the trees to be strimmed and weed killer applied. It was agreed that many of the shrubs have grown too large and it is time to review the whole area and modify for easier maintenance. Mrs Cook and the Clerk will come up with a design for further discussion.

*Action: Mrs*

*Cook/the Clerk*

**15. To discuss traffic calming in Green Road and take any necessary action.**

Mr Wiley has met with John Simpson, SCC. Consideration is to be given to altering priority coming up from Monkey Puzzle House and some of the island could be reduced. John Simpson has offered to have the hedges cut if the owners agree and come up with a design for any changes.

Problems of damage to the low wall outside Gerwin House were discussed. Mrs Parker suggested white lines to give the illusion that the road narrows at this point so people slow down. Mr Wiley will suggest this to SCC.

SCC has received a request for the lime tree outside High Trees is removed. The Clerk advised that previous enquiries have revealed that the area of land belongs with High Trees. A previous owner was unable to find out who owned the land but they were able to claim the land by usage as they had maintained the area for many years. A legal document was drawn up by Gudgeon, Peacock and Prentice and was added to the deeds of High Trees. SCC will be advised accordingly.

*Action: Mr Wiley*

**16. To discuss changes to the Code of Conduct and take any necessary action.**

The National Standards Board has been disbanded to save costs and all complaints will now be referred to the District Monitoring Officer from 1 July 2012. SALC have produced a draft Suffolk Code but nothing seems to have been finalised. It was proposed, seconded and carried that we follow the current principal until a new code is finalised for adoption. The Clerk will contact SALC for an update on the current situation. *Action: the Clerk*

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**17. To receive a report from the Footpath Warden**

All footpaths were walked and inspected the weekend 6 June 2012. All were in a satisfactory condition and notices visible. Footpath 4 the sign at the Plough end is broken and needs replacing. The Clerk will report this to SCC. *Action: the Clerk*

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

The car park has been a bit better lately, although still gets left in a mess. The fencing around the car park adjacent to Churchgate House is broken. The Clerk will report this to MSDC. *Action: the Clerk*

**19. Date of the next Parish Council Meeting – Monday 16 July 2012 at 7.30 p.m. in Woolpit Institute.** Noted.

The meeting closed at 9.44 p.m.

Signed.....

Dated.....