

**MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY
17 JUNE 2013 AT 7.30 P.M. IN WOOLPIT INSTITUTE**

Present: Mr Wiley (Chairman), Mr Hardiman, Mrs Cook, Mr Melvin, Mr Guyler, Mrs Parker, Mr Smith and County Cllr Storey. Mr Lomax joined the meeting at 7.50 p.m.

Public comment: Cllr Storey gave additional detail of the highways maintenance along Elmswell Road scheduled for 23-25 July. She will ask for a letter to be distributed to properties in the area scheduled for parking restrictions during the closure. The Cabinet meeting 11 June will discuss post 16 transport to schools and college revised costs and The Suffolk Coasts and Heaths AONB Management plan for the next 5 years. The Council meeting 23 May was the AGM and Cllr Storey is now Chair of the Education Scrutiny Committee.

District Cllr Melvin advised that notices have been put up around the village advising that the EADT published incorrect information regarding the Costcutter alcohol licence times. It is noted that a recent planning application had 5 complaints but did not automatically go before the planning committee. The Clerk is to write to MSDC for clarification of the new regime as parish councils have not been informed.

A letter from MSDC has been sent to some businesses in the parish regarding a business usage survey; however WPC was not consulted on this. District Cllr Melvin will investigate this matter.

The Clerk read the Police report. There were 13 crimes between 15 May and 16 June including 5 thefts from vehicles at Borley Green which were all insecure, 1 interference of a motor vehicle Borley Green, 2 burglary of other buildings Borley Green, 1 criminal damage Roman Fields and 1 theft of pedal cycle Steeles Road. 21 calls to the police were received including 1 concern for welfare, 2 ASB events and 10 crime related events. Speed checks have been carried out and 6 tickets issued, 2 speed awareness courses and 1 reported to court.

Mrs Parker advised that Woolpit Cricket Club wants to run a third team near to the tennis courts and need to erect a fence to protect those playing tennis. The Tennis Club are in agreement and the Playing Field Committee is aware of the proposal.

1. **Apologies for absence** were received from Mr Jones and the Police.

2. **To receive declarations of interest.** Mrs Parker declared a prejudicial interest in item 10 and duly signed the interest book.

3. **To approve minutes of the meetings 20 May and 3 June 2013.**

The minutes were approved and signed.

4. **Clerk's Report**

Street lighting Steeles Road – the Clerk has contact Andrew Long of Flagship Housing. He will ensure that the work is carried out.

Parking Mitre Close – Mr Wiley and the Clerk met with John Simpson SCC. Lots of garages are not being used for parking. SCC would not consider installing mesh under the grass for parking as this would be too expensive and would encourage parking on the grass rather than the use of garages and parking areas.

Abbotts Meadow – SCC will investigate the sunken area of the road.

Bollards, The Street – reflectors will be fitted when repairs are carried out.

Green Road – white lines will be painted near Model Cottage to emphasis the narrowing of the road.

Steeles Road numbering – the Clerk has carried out a survey for MSDC regarding the numbers of the properties in Steeles Road. MSDC records are incorrect and the Clerk will write to Mr Tallent to advise and ask for clarification of how they record new properties.

Action: the Clerk

Libraries article – detailing the services they provide will be published in the next Diary.

Pine table in the Institute – one of the user groups has asked for the table to be removed. The Clerk will write to the Institute Committee advising how important the table is for use of displaying plans at meetings. *Action: the Clerk*

Horses by the cycle path – complaints have been received that horses are being ridden on the path. The local agreement is that they can walk on the verge beside the path avoiding school arrival and departure times to alleviate the danger of horses walking the road at the bend. The inside of the hedge will be cut to make the verge wider, however horse riders will be warned that there are no rights of use without responsibility. *Action: Mr Wiley*

Costcutter Licence – details of the licence decision have been received. The authorised timings for the supply of alcohol for consumption off the premises shall be Monday to Saturday 0800-2000 Sunday 0800-1600 New Year's Eve until 2100 hours. The authorised opening times shall be Monday to Saturday 0600-2300 Sunday 0700-2000 and New Year's Eve 0600-2300 hours.

Good Neighbour Scheme – the Clerk has spoken to volunteers of Bacton Cotton and Wyverstone Group and Wetherden. They have all found it very difficult to get off the ground. Most calls are for lifts, with a few for small DIY jobs and befriending. There needs to be proven need for the scheme with a questionnaire sent out to every property. Suffolk ACRE (now Community Action Suffolk) is a great help and we need them to come and give a talk to interested parties. The on-going costs are the mobile phone passed between co-ordinators and Public Liability insurance. It was agreed to try and instigate a scheme and the Clerk will contact the one person to volunteer so far and keep them informed. *Action: the Clerk*

MSDC summer activities provision bus/van – Mrs Parker has booked for 23 August 1000 – 1600 hours. MSDC will provide kanga boots and the mobile skate park with the tennis and cricket clubs providing training sessions. The details will be in the next Diary and MSDC will arrange publicity. *Action: Mrs Parker*

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

SCC pension fund annual meeting 24 July. **Police** quiz 10 July Mr Lomax, Mr Smith, Mrs Parker and Mr Melvin will represent WPC. **MSDC** Community Emergency plans. **The following items were circulated to Cllrs:** Rural Services Network news digest 28 May and 10 June. SALC Mid Suffolk South area meeting 6 June, forthcoming courses, LAIS 1352 voting age LAIS 1353 precept data and LAIS 1354 Community Infrastructure Levy guidance. Community Action Suffolk enews 22, 30 May 6 & 12 June + Supporting Lives – connecting communities. Suffolk Wildlife Trust Suffolk Show guided walks. Protect Congleton Civic Society Petition for amendment of the National Planning Policy Framework. MSDC Town & Parish Councils newsletter June.

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

1347/13 Provision of road side enforcement site with inspection building, 2 storey office and associated landscaping. Land adjacent to Kiln Lane, Elmswell – object 1. Danger of conflict when vehicles leave site due to difference in speed of vehicles on the road. 2. West bound exit junction complex junction as it stands and this will make it more difficult to turn right across traffic. 3. Weaving across lanes is unacceptable. 4 size and weight of vehicles in report is incorrect as statement written in 2010 and now 3 years out of date. 5. Insufficient research has been done on the practical difficulties in developing this site. 6. Drivers of vehicles taken to the site will be in danger if/when they want to walk for refreshments as road is unlit and no pavements to Woolpit or Elmswell. 7. This junction is already heavily used by large vehicles from locally based companies already pressuring the junction.

0918/13 Erection of single storey detached dwelling. Creation of a new vehicular access. 17 Mill Lane. MSDC decision – permission refused. Fails to secure appropriate provision of social infrastructure and not appropriate to the location.

7. To approve accounts for payment.

Mr K Harknett £30.60 litter picking May; Mrs S Eburne £25.00 internal audit of accounts to 31/3/2013; SPL Print £269.00 Woolpit Diary June/July; Equity pc £108.00 edit June/July Diary and Suffolk County Council £192.20 June pension payment. All accounts were approved and cheques issued.

8. To complete and sign the Statement of Assurance and Annual Return for year ended 31 March 2013.

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

9. To discuss the Millennium Garden and take any necessary action.

Mr Wiley, Mrs Cook and the Clerk have inspected the garden. All the shrubs are too high and either need to be cut down to 2 feet or removed. The area beside the fence and the laurel hedge needs to be cut down and grassed and ask SCC to cut with the rest of the field. It was agreed to get quotes from 3 companies to cut down low/remove overgrown shrubs and do so on an annual basis. The edging boards will be removed to integrate the area for grass cutting and blend in with the rest of the playing field.

Action: Mr Wiley/the Clerk

Mrs Parker left the meeting at 9.02 p.m.

10. To discuss the proposed new fencing by Woolpit Cricket Club and take any necessary action.

The fence allows WCC to use that area for cricket but wouldn't stop the land being used for football or other sports in the future. The fence would safeguard users of the tennis courts during cricket matches. Cllrs unanimously agreed to support the proposal.

Mrs Parker rejoined the meeting at 9.07 p.m.

11. To discuss the level of rent for the allotments and take any necessary action.

It was agreed to increase rents from November 2013 from £10 to £12 for a full plot and £5 to £6 for a half plot.

12. To receive a report on the allotments and take any necessary action.

The waiting list is down to 4. 3 plots are in a poor condition and letters will be sent to the tenants asking them to take remedial action. Mrs Parker will attend SALC allotment course 3 July. The orchard on 24a needs to be driven forward in the autumn. Hedge cutting needs to be carried out.

Action: the Clerk.

13. To confirm a rate increase for on off adverts to £13.00 for half a page.

This was confirmed.

14. To ratify the location of The Street and Church Street road name signs.

Cllrs agreed that the signs should be on the wall of the car park and adjacent to the weight restriction signs at the junction of with Heath Road.

Action: the Clerk

15. To discuss Neighbourhood Watch Scheme and take any necessary action.

Nothing appears to be happening with the scheme. Phil Kemp is no longer the Police NW Co-ordinator and the post has not been filled. Residents are being advised to contact the SNT with any queries. County Cllr Storey was asked to discuss this matter with the Police Commissioner. Mr Wiley will discuss with the SNT to ascertain what the current position is.

Action: Mr Wiley

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

The site has been closed down as the developer has run out of bricks and blocks. Mr Wiley and Mr Melvin have attended a meeting regarding Unity housing. Plans should be available in July for the first phase and some councillors will be asked to

preview the proposals and make comment before a full planning application is submitted.

17. To receive any update on parking around the Health Centre and take any necessary action.

The Health Centre has written to adjacent landowners to arrange a meeting.

18. To receive an update on the Community Speedwatch Scheme and take any necessary action.

23 motorists have been recorded speeding over 4 weeks. There are now 8 volunteers and they have been in contact with the Elmswell group and will cover each other for holidays etc. Thanks will be sent from WPC for getting the scheme up and running.

Action: the Clerk

19. To receive a report from the Litter Picker. Nothing to report.

20. To receive a report from the Footpath Warden.

All footpaths were walked 1 June. All were in reasonable condition and the footpath signs are visible. FP4 from Grange Farm to the Plough Pub the section from Steeles Road to the end of the bungalows needs attention. SCC has commenced the first grass cut of the season so this area should be dealt with by the end of June.

21. Date and time of the next Parish Council meeting – Monday 15 July 2013 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.45 p.m.

Signed.....

Dated.....