

MINUTES OF THE ANNUAL MEETING OF WOOLPIT PARISH COUNCIL HELD  
ON MONDAY 20 MAY 2013 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler, Mr Melvin, Mrs Parker, Mr Hardiman, Mr Smith and Mr Lomax.

**Public comment:** The Clerk read the Police report. There were 8 crimes reported between 13 April and 14 May including theft of farm machinery Drinkstone Road, burglary of a dwelling Drinkstone Road, criminal damage to a vehicle Borley Green, theft of heating oil Borley Green and possession of Class B drugs Heath Road. The first recorded checklist has been received from Woolpit Community Speedwatch. The Clerk read the report from County Cllr Storey. Mark Bee will be confirmed as Leader for the next four years at the annual meeting on 23 May. The Cabinet meeting in June will receive the report on Raising the Bar Initiative regarding education in the county.

District Cllr Melvin advised that there have been meetings to discuss unity housing in Steeles Road. These have been on a confidential basis at present but he will report to WPC as soon as he is able. Cllr Melvin is Chair of the Licensing Committee but will not be on the committee to consider the application for Costcutter, Old Stowmarket Road.

Mrs Parker expressed concern regarding highways work in Green Road. The road is due to be resurfaced 22 May but there appear to be large potholes which need to be filled before resurfacing takes place. The Clerk will contact John Simpson, SCC.

1. **Election of Chairman.** Mr Wiley has confirmed that he is willing to stand. He was nominated by Mr Guyler, seconded by Mrs Parker and unanimously elected.

2. **Election of Vice-Chairman.** Mr Guyler was proposed, seconded and elected.

In the absence of Mr Wiley, Mr Guyler took the chair.

3. **Apologies for absence** were received from Mr Wiley and Mrs Cook.

**4. To appoint Parish Council Representatives to other bodies.**

Institute Committee – Mr Wiley

Woolpit village Hall and Playing Field Committee – Mr Hardiman

SALC – Mr Guyler

Youth Initiative – Mr Wiley

Tree/Footpath Warden – Mr Eburne

Pump Garden – Mrs Fuller and Mrs Grant

Public Transport Liaison Officer – Mr Wiley

School Governor – Rachel Gooch to liaise with WPC

Woolpit Charity Lands – Dr West, Mr Parker, Mrs Moss and Rev Farrell

St Mary's Building Trust – Mr Guyler

Millennium Garden – Mrs Cook

Allotment Wardens – Mrs Parker and Mrs Cook

**5. To review the effectiveness of council's internal audit and systems of financial control.**

Cllrs reviewed the current internal audit and control procedures and are satisfied that they comply with regulations and are suitable for the PC's financial levels.

**6. To receive declarations of interest**

Mr Guyler declared a prejudicial interest in planning application 0918/13 17 Mill Lane as an acquaintance of the agent and duly signed the interest book.

**7. To approve minutes of the meetings 4 March & 15 April 2013.**

The minutes were approved and signed.

## 8. Clerk's Report

**Bollards outside Granmore, The Street** – have finally been made safe. We now await replacements.

**Defibrillator** – The East of England Co-operative will be providing a Community Access defibrillator on the wall of the store.

**Steeles Road street lights** – no response has been received from Flagship regarding issues at the new development. The Clerk will contact SCC to see if the columns have been adopted by SCC.

**Good Neighbour Scheme** – only two people volunteered to be involved. The Clerk will contact Wetherden and Finningham to see how they got their group established.

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

**Sir Robert Gardiner Almshouse Trust** requesting help in publicising vacancy.

**Woolpit Cricket Club** expanding and need to erect larger fence by the tennis courts.

This requires planning permission and one criteria is to consult with the Parish Council. This will be an agenda item for the June meeting but WCC will be asked to provide drawings showing what the fence will look like and where it will be,

specification and quotes. **MSDC** renaming part of Old Stowmarket Road to Church Street. Parish Council asked to identify position of street name signs. Mr Melvin, Mr Guyler and the Clerk will conduct a site visit before responding. **MSDC** Licensing

Committee meeting 28 May to discuss application for licence to sell alcohol at Costcutter, Old Stowmarket Road. Mr Guyler will attend on behalf of WPC and put forward our objections. **MSDC** summer activities provision. A bus/van is available

with a youth worker and sports leader. Mrs Parker will investigate further. **MSDC** Village of the year competition 2013. It was agreed that we would not enter this time.

**Eon** details of price increase. **Thornham Walks** 2013 leaflet. **SCC** Rights of Way annual surface clearing 2013. category 1 paths to have 2 cuts; the first commencing

from 7 May. **The following items were circulated to Cllrs:** the Local Councillor issue 1 2013. SALC forthcoming courses, Mid Suffolk South agenda 21 March, e-bulletin 15 March 12 & 26 April and 10 May, rail workshop 8 March, LAIS 1349 over

a year of Localism, LAIS 1350 Precept Referendum Bill, NALC feedback from All Party Parliamentary meeting 24 April and putting communities first. Clerks and Councils Direct. Community Action Suffolk training guide April – July, transition, e

newsletters 18 & 25 April +1, 8 & 16 May, funding newsletter May. Suffolk ACRE funding update. Suffolk Flood Risk Management summary. Suffolk View spring 2013.

Rural Services Network rural opportunities bulletin April and May, news digest 6 11 18 & 25 March 8 15 22 29 April 13 20 May and Rural Vulnerability Service – fuel

poverty. SCC Community Resilience workshop 31 May, Community resilience newsletter March and revised bus services April-June. Fit villages funding still

available. Thurston Community College forum agenda 8 May. Suffolk foundation news from grant team March and April. MSDC Town & Parish newsletter April, Clean

up your community with Sarah Beeney, homelessness consultation, under one roof issues 13 February and 14 March and Suffolk Walking Festival. Suffolk Constabulary

catalytic converter marking session and Priority Tasking meeting 2 April. NALC chairman's update of meeting with DCLG minister and putting communities first conference.

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

**1156/13** Retention of stabling, kennels and ménage. Lawn Farm, Warren Lane. It was agreed that a site visit would be beneficial. This will be arranged for 3 June followed by a meeting in the Institute at 8p.m.

**1005/13** Change of use of existing premises to Class D1 use (Therapy centre). Unit 11, Brickfields Business Park, Old Stowmarket Road – support.

Mr Guyler left the meeting at 9.10 p.m.

**0918/13** Erection of single storey detached dwelling. Creation of new vehicular access. 17 Mill Lane – support.

Mr Guyler rejoined the meeting at 9.21 p.m.

**0930/11** Change of use of land at Elmswell Road, Woolpit for parking of HGV lorries and trailers only for a temporary period of three years. Land between Leggetts and OC Jewers Ltd - appeal lodged.

**0141/13** Erection of three detached dwellings and garage following demolition of store building. Creation of new vehicular access and alterations to existing access. Land adjacent to Brookfields, Heath Road - withdrawn.

**0533/13** Erection of three bed bungalow and creation of new vehicular access. Provision of car parking area for current dwelling. 23 Steeles Road. MSDC decision – permission refused. Tandem form of backland development fails to respect pattern, character and form of existing development and would likely cause loss of residential amenity to existing dwelling.

**11. To approve accounts for payment.**

To ratify the payment to Mr Harknett £36.40 litter picking April. This was proposed, seconded and carried.

Mid Suffolk District Council £510.00 emptying dog and litter bins 2013; Mr J Wiley £68.80 supply and fit posts to allotment area fence; Woolpit Institute £260.00 office rent May-July; Suffolk County Council £192.20 pension payment May and Anglian Water £28.76 water for allotments 6 February-10 May 2013. All accounts were approved and cheques issued.

**12. To discuss the Millennium Garden and take any necessary action.**

The working party in April had been supported by 6 residents only. Some removal of shrubs has been carried out but further work is required. Mr Wiley, Mrs Cook and Mrs Fuller will meet on site to review the current situation and report at the July meeting.  
*Action: Mr Wiley, Mrs Cook and Mrs Fuller, Clerk*

**13. To consider a bus stop/shelter in Bury Road and take any necessary action.**

As having a sign may be negative for some residents as some drivers stop near the housing development and the Business Park, the matter will not be taken further.

**14. To discuss parking on grass areas in Mitre Close and take any necessary Action.**

The Clerk will contact SCC to ask if supporting mesh can be put under the grass and properly surfaced.  
*Action: the Clerk*

**15. To discuss removing or repairing the street light unit 23, Green Road and take any necessary action.**

A recent damage report from Carillion has identified the need to carry out complete replacement of this unit and the quote received is £865.17. As this is a unit we have discussed removing as does not provide sufficient light and has G39 issues, the Clerk requested a quote for removal which is £354.37. It was unanimously agreed to arrange for removal of the unit.  
*Action: the Clerk*

**16. To consider a response to the Precept Referendum Bill and take any necessary action.**

It was agreed that no response would be sent.

**17. To consider contributing to the cost of a Police bike for use in Elmswell and Woolpit and take any necessary action.**

PC Brown has put forward to have a police bike for use between Woolpit and Elmswell to cover anti-social behaviour and put more local presence in place. The total cost is approximately £485. Elmswell PC and Cllr Storey have agreed to contribute towards the cost. It was proposed, seconded and carried that Woolpit PC contributes up to £150.00.

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

Nothing to report.

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

A meeting has been held with all interested parties attending. The school is to have a lollipop lady. Cllr Melvin has written to Dr West to advise that he and Mr Wiley can do no more and suggested that the practice call a meeting with the landowner which Cllr Melvin would be prepared to attend.

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

The scheme is up and running and the volunteers will occasionally publish reports in Woolpit Diary. The Vehicle Activation Signs have been used in the different area of the parish in the last few weeks.

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

The tree work has been carried out and a plumber asked to mend the original tap. All plots are looking quite good except for three and the Clerk will write to these tenants and ask them to take immediate action to kill the weeds and advise when they will start cultivation. The wardens have suggested that plot 24a becomes a community orchard.

*Action: the Clerk*

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

Nothing to report.

**23. Date of the next Parish Council meeting.**

There will be a short planning meeting Monday 3 June at 8.00 p.m. and a full meeting on Monday 17 June 2013 at 7.30 p.m.; both in Woolpit Institute.

The meeting closed at 10.05 p.m.

Signed.....

Dated.....