

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
1 SEPTEMBER 2014 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

**Present:** Mr Melvin (Chairman), Mrs Parker, Mr Howard, Mr Smith, Mr Hardiman, Mrs Cook and Mr Lomax.

**Public comment.** The Clerk read the Police report. There were 5 recorded crimes between 22 July and 27 August; a pedal cycle taken without consent which has been recovered, harassment which has been detected and an arrest made and 3 criminal damage to vehicles for which enquiries are ongoing. There were 48 event call during the same period of which 13 were about highways disruption and 11 suspicious circumstances. 37 catalytic converters have been taken from motor vehicles across Suffolk since 1 June. Offences are mainly along the A14 corridor during the hours of darkness. Safer Neighbourhood Teams are running catalytic converter marking sessions across the county in partnership with local garages. Positive results from the Day of Action and information on summer holiday safety were received. The Police Crime Commissioner is speaking at a public forum at Needham Limes in the evening of 3 September.

1. **Apologies for absence** were received from Mr Guyler, Mr Jones, .County Cllr Storey and the Police.

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

Mrs Parker declared a prejudicial interest in planning application 2178/14 Steeles Road and signed the interest book.

3. **To approve minutes of the meeting 21 July 2014.**

The minutes were approved and signed.

4. **Clerk's Report**

**Bury Road footway** – the Clerk has been contacted by several residents regarding the hedge and vegetation beside the footway. The Clerk has contact SCC on several occasions and they should be clearing the vegetation and skirting the path. The Clerk has suggested extending the footway on the other side of the road to alleviate this annual problem but as yet no response has been received from SCC.

**Noise nuisance A14** – several emails/letters have been received from residents from the item in August/September issue of Woolpit Diary. These have been forwarded to the group coordinating the joint meeting with our MP.

**Tennis Club car park** – to be resurface 2/3 September.

**Car park light** – MSDC looking into having the light turned out at 2000 hours during the winter in an attempt to stop anti-social behaviour.

**Briar Hill grass area** – the manhole cover is broken and a replacement has been ordered by MSDC. It has been made safe with a temporary repair.

**Flint wall, Meadowlands** – an excellent repair is being carried out by Rory Summerling for MSDC which has included the removal of ivy.

**Community Infrastructure Levy** – MSDC is holding a workshop on 11 September.

**Pension auto enrolment** - SALC are holding a briefing session on 17 September which the Clerk will attend.

**Millennium Garden bin** – the concrete bin is now in situ.

**Drains** – Masons Lane/Rectory Lane experienced recent flooding and SCC have cleaned the drains. There were also issues in The Street and SCC has spoken to the landowner and asked them to take remedial action.

**Streetlight replacement Abbots Meadow** – SCC advised the columns were structurally unsound so had to be replaced. Any replacements are now LED which work best with 6m columns. These lights will be added to the Intelligent Light System shortly.

**Potholes White Elm Lane** – have finally been repaired. SCC has confirmed our requests slipped through the system but cannot establish why.

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**Garden area Steeles Road redevelopment** – should have been completed by end of August. The Clerk will contact Orbit Housing. *Action: the Clerk*  
**The Street** – Dog litter bin has been supplied by Orbit close to the new flats..

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

**SALC** newsletter, website and council of the year 2014. **The following items were circulated to Cllrs.** SALC The Local Councillor issue 3 2014, NALC bulletin 18 July, SCC Review of Children's Services consultation, the Openness of Local Government Bodies Regulation 2014, Pension automatic enrolment briefing, Devolution of Services & Community Agents – call for evidence for Kent Association, forthcoming courses, Gypsy and Traveller Short Stay Stopping Sites consultation, Mid Suffolk South area meeting 18 September, amended Legal Topic Notes and Briefing. Clerks and Councils Direct July. Suffolk Police Mid Suffolk South and Stowmarket Neighbourhood Watch newsletter 23 July and 19 August, Catalytic Converter marking session 30 August, Suffolk Community Safety Unit newsletter 22 August. Norton Parish Plan Committee copy of Norton Parish Plan. Community Action Suffolk newsletter 30 July and 13 August, training guide September 2014-March 2015. Charity Commission news issue 47 summer 2014. Rural Services Network newsletter 23 July, news digest 28 July, 4,11 & 18 August, funding package to fight crime, Rural Opportunities Bulletin, Rural Vulnerability Service – broadband July & rural transport August, Public Service Reform Transition in Action seminar cancelled. SCC response to replacement lights Abbots Meadow, excess furniture from Middle Schools redistribution, temporary road closure Rags Lane 22 September. MSDC Town & Parish Councils newsletter July, fit villages project, having your say on Community Infrastructure Levy. UK Power networks preparations for severe weather event 8 August.

Mrs Parker left the meeting at 7.53 p.m.

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

**2178/14** the demolition of 30-40 & 50-64 Steeles Road and the erection of 31 dwellings including associated external works and alterations to the highway. Land at Steeles Road – support.

Mrs Parker rejoined the meeting at 7.58 p.m.

**1659/14** Alterations to existing garage to form a larger open frontage cartlodge style bay and smaller storage area. Evergreen house, The Street. MSDC decision – permission granted.

**0489/14** Certificate for lawful development: Erection of Kennels. Lawn Farm, Warren Lane. MSDC has issued the certificate.

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

Payment to Anglian Water £65.20 allotments 15/5/14 -11/8/14 and Mr K Harknett £54.65 litter picking July were unanimously ratified. Equity pc £196.18 (£108.00 editing August/September Diary and £88.18 ink cartridges), SPL Print £269.00 Woolpit Diary August/September, Mrs O Johnson £184.00 adjustment salary April-August due to tax code change, BDO LLP £240.00 audit fees for accounts 2013/14, Suffolk County Council £210.13 pension Payment August, Mr K Harknett £50.40 litter picking August and Suffolk County Council pension payment September. All accounts were approved and cheques issued. Payments made by standing order Mrs P Fuller £642.07 salary July, Mrs O Johnson £149.47 salary July, Mrs P Fuller

£642.07 salary August, Mrs O Johnson £149.47 salary August and e-on £25.56 pump light 13/5/14-13/8/14.

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**8. To consider quotes for a Parish Council notice board in the Pump Garden and take any necessary action.**

One quote has been received from Harry Stebbings. Mr Walker has advised that he is unable to make a board due to an injury. The Clerk will obtain 2 further quotes before a decision is taken. MSDC has confirmed that planning permission is not required to erect the board.

*Action: the Clerk*

**9. To consider a request for additional street signs in Briar Hill and take any necessary action.**

MSDC has confirmed that Section 106 funding cannot be used for new street name signs. As delivery companies have sophisticated electronic devices to identify properties, Cllrs feel additional signs are unnecessary.

**10. To review the Parish Council office in Woolpit Institute and take any necessary action.**

The Parish Council office has been in use for three years at a cost of £20.00 per week after which it would be reviewed. Cllrs are very happy with the use of the room and wish to continue for the further optional two years at a cost of £30.00 per week.

**11. To consider suggestions for two new road names for tranche 1 development in Steeles Road and take any necessary action.**

After discussion Cllrs put forward Greencroft and Wiley or Wiley's Gate as an area of land here was call Greencroft Gate in the 16 century.

*the Clerk*

*Action:*

**12. To receive notification of the conclusion of the audit of accounts for 2013/14.**

There were no matters which came to the auditor's attention requiring the issuing of a separate additional issues arising report. Cllrs unanimously approved and accepted the Annual Return.

**13. To consider a memorial plaque for a tree in memory of John Wiley in the Pump Garden and take any necessary action.**

Cllrs agreed to a plaque to a maximum cost of £75.00. The Clerk and Chairman to finalise wording.

*Action: the Clerk*

**14. To review Woolpit Diary and take any necessary action.**

It was agreed to run a competition to design a new front cover. SPL Print will be asked to quote for a better quality front cover and asked if it is possible to have a different colour cover each issue. All other arrangements are satisfactory.

*Action: the Clerk*

**15. To consider the licensing decision for Costcutter and take any necessary action.**

The extension of hours were approved subject to conditions including that the licence holder or premises supervisor arranges for a thorough litter patrol to be carried out twice a day to collect litter from the playing field, children's play area, the Millennium Garden and the car park. It was agreed to send a letter to Costcutter to say WPC is pleased to see they have taken on responsibility for litter collection, remind them when WPC meetings are and that they will be welcome to attend or send a report.

**16. To discuss the Neighbourhood Watch scheme and take any necessary action.**

Following the meeting with Malcolm McKessar, an item will be published in October/November Diary to encourage co-ordinators to come forward for the schemes in Borley Green, Cornmill Green, Mill Lane and Steeles Road (West).

*Action: the Clerk*

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**17. To consider a quote for addition turf and bark in the Millennium Garden and take any necessary action.**

A quote for both the Millennium Garden and the allotment spare land has been received. In total the cost will be £995.00 which was unanimously accepted. The Clerk will ask SJH Landscapes to commence work at the allotment area urgently.

*Action: the Clerk*

**18. To receive a report on the allotments and consider a quote for work to the spare land beside plot 23 and take any necessary action.** See item 17.

**19. To consider the consultation on gypsy and traveller short stay stopping sites and take any necessary action.**

As other sites have been put forward for consideration, this consultation has been withdrawn.

**20. To consider the consultation on the future of children's centres in Suffolk and take any necessary action.** Cllrs do not feel qualified to comment.

**21. To consider information requested by SALC for a meeting with SCC Scrutiny Committee on Highways Area Offices and Our Place.**

It was agreed that the Clerk will complete the questionnaire.

*Action: the Clerk.*

**22. To receive an update on the redevelopment of unity housing in Steeles Road.**

There has been no response yet from MSDC regarding written information regarding the future of 82/84 Steeles Road. Plans for tranche 2 are supported by WPC. Residents are very happy with how the construction of tranche 1 is going.

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

Costcutter appear to be carrying out litter picks but some areas still need work. It was agreed to ask Mr Harknett to continue his usual areas for the next month to see how things progress and then if he has some capacity he could be asked to cover other areas.

*Clerk*

*Action: the*

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

All footpath notices are visible. The 2 paths that lead to the A14 are overgrown but are little used. Other paths are easily accessible but footpaths 4 & 5 suffer from dog fouling although bins are provided.

**25. To receive a report from the Village Hall and Playing Field Committee.**

A meeting is being held tonight. A report will follow at our next meeting.

**26. Date and time of the next Parish Council meeting – Monday 6 October 2014 at 7.30 p.m. in Woolpit Institute.** Noted.

The meeting closed at 8.58 p.m.

Signed.....

Dated.....