

**MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY
6 OCTOBER 2014 AT 7.30 P.M. IN WOOLPIT INSTITUTE**

Present: Mr Guyler (Chairman), Mrs Cook, Mrs Parker, Mr Melvin, Mr Smith and County Cllr Storey. Mr Lomax joined the meeting at 7.47 p.m.

Public comment: County Cllr Storey advised that SCC will be debating a call to halt the closure of Children's Centres, ends to further cuts to staff and services and to guarantee to maintain Children's Centres service at least at its current level at the meeting 23 October. The Cabinet October meeting will look at an extension to the Broadband Superfast programme and Children and Adults Safeguarding annual reports. John Simpson SCC Highways has been promoted and once his replacement is in post a meeting will be arranged with parishes to discuss some of Highways structure from the SCC officer's perspective and priorities from the parishes prospective. Some villages have had localised flooding and where possible Cllr Storey has asked for drains/gullies to be emptied. In some places the problems have been exacerbated by landowners failing to clear ditches properly. There is a Riparian duty to do this. The highway goes up to the brow of a ditch or edge of a well maintained hedge – beyond that the landowner has a duty/responsibility. District Cllr Melvin advised that he has a meeting with Planning Enforcement regarding Lawn Farm. He will also raise the outstanding matter regarding Costcutter and the house in the woods.

The Clerk read the Police report. There were 11 crimes recorded between 28 August and 1 October. 4 of these relate to Broadgrass Green and the Clerk will advise that this is not in Woolpit. The other crimes are 1 fraud, 1 driving motor vehicle excess alcohol, 1 theft, 1 burglary other, 1 burglary dwelling, 1 assault occasioning ABH and 1 cause harassment/alarm/distress. There were 39 calls to the police during the same period.

Mr Guyler and Mr Melvin are attending a meeting regarding land behind the Health Centre this week.

1. **Apologies for absence** were received from Mr Howard and Mr Hardiman.
2. **To receive declarations of interest.** Mrs Parker declared a prejudicial interest in item 16 and duly signed the interest book.
3. **To approve minutes of the meeting 1 September and planning meeting 25 September 2014.** Both sets of minutes were approved and signed.

4. Clerk's Report.

Woolpit Health Centre – has been awarded Practice Accreditation status, they are only the 9th practice in the UK to receive this accolade. Mr Guyler will attend the presentation evening on 17 October.

Car park light – MSDC has advised that it can install a timer on the light so that it can be turned off at 2000 hours.

New road names Unity Housing redevelopment – MSDC has advised that you cannot have apostrophes in name signs and had concerns regarding Wiley Gate. The Clerk advised Cllrs would accept John Wiley Gate. This + Greencroft have now been passed to the relevant body for consideration.

Woolpit Dairy – no response has been received from SPL Print regarding a quote for better quality, different coloured paper for the cover.

Hedge beside cycle path – the top and field side of the hedge has been cut of the field nearest to the road to The Green. The Clerk will write to the landowner to cut the side adjacent to the cycle path. *Action: the Clerk*

Emergency Plan – the committee held a meeting 2 October. There are some funding requirements. The matter will be discussed fully at the November meeting.

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

SALC AGM 12 November, members do not wish to attend. **Healthwatch Suffolk** how to engage with local community. It was agreed to run a half page article in Woolpit Diary **SCC** grit heaps current information is correct. **The following items were circulated to Cllrs** : SALC forthcoming courses, Suffolk Wildlife Trust: allotments and wildlife, Suffolk Police Crime Commissioners letter to Cllrs 1 October, Elections 2015 dates for meetings, ebulletin 26 September. MSDC Town & Parish Councils newsletter September, promotion of Financial Inclusion events, Tenant Involvement at Babergh and Mid Suffolk information pack. Community Action Suffolk newsletters 10 & 24 September + 1 & 6 October, Mid Suffolk VCS Locality Network meeting 7 October, invitation to "The Changing Face of Volunteering". Suffolk Police Stowmarket & Mid Suffolk South Neighbourhood Watch newsletter 2 & 16 September, Suffolk Neighbourhood Watch Association newsletter 8 September, priority poster October to January 2015. SCC Smarter Choices newsletter September, copy of letter sent to Rags Lane residents regarding road repairs, winter gritting workshop. Rural Services Network news digest 15, 22, 29 September, Rural opportunities bulletin 10 September, Rural Vulnerability Service – rural transport September. UK Power Networks Power of Giving Fund.

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

2768/14 Tree 1 Taxus Baccata (Yew) reduce crown by 2m and shape. Tree 2 Quercus Robur (English Oak) reduce crown by 25%. Raise crown by 3m and remove dead wood. White House, The Street – support.

7. To approve accounts for payment.

Equity pc £108.00 edit/produce October/November Woolpit Diary, SPL Print £269.00 Woolpit Dairy October/November, Mr K Harknett £50.40 litter picking September, HMRC £37.40 Tax & N/I July –September, Woolpit Playing Field Committee £300.00 grant towards hedge work around playing field, SALC £24.00 pension briefing 17 September attended by the Clerk, Business Services at CAS Ltd £932.71 insurance premium 1/10/14 – 30/9/15, (It is noted that Cllrs accepted the 5 year long term undertaking premium), Mr R Alleyne £1380.00 resurfacing bottle bank/tennis court car park, Mrs P Fuller £241.90 expenses July-September, Woolpit Institute £390.00 office rent November-January 2015 and SCC pension £201.13. All accounts were approved and cheques issued.

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

Three quotes have been received and all are within £10 of each other. It was agreed to purchase from Harry Stebbing a double post mounted double door notice board to display 8 A4 sheets at a cost of £1099.00 with an additional cost of £80 for hand carved letters "Woolpit Parish Council" at the top. *Action: the Clerk*

9. To discuss recent flooding issues and take any necessary action.

There has been much flooding in the parish during the last few weeks due to extreme rain. White Elm Road has been particularly affected and County Cllr Storey will investigate with SCC Highways the possibility of a ditch along the length of the road and then provide a report. Some gullies have been pumped out since the flooding. Flooding is an issue written into the Emergency Plan.

10. To discuss May 2015 elections and ways to encourage residents to stand for office.

It was agreed that something needs to be published in Woolpit diary. This will be discussed further at the November meeting when it is hoped to have received relevant information from SALC.

11. To review Polling Station arrangements and take any necessary action.

Cllrs reviewed the current arrangements and agreed that no changes from the Cathie Prior room at the Village Hall are necessary.

12. To discuss changes to Standing Orders to allow for filming of meetings and receiving agendas by email and adopt updated document.

It was agreed to amend Standing Order 3l to cover the recent changes to allow recording of meetings and Standing Order 15bi to allow for meeting summons and agenda to be received by email. Once these changes have been made updated document can be adopted.

Action: the Clerk

13. To consider a request that the Parish Council purchases a new poppy wreath for the Remembrance Day service and take any necessary action.

It was unanimously agreed to purchase an all poppy wreath at a cost of £20.00.

14. To note the Parish Council’s responsibilities for the provision of a pension scheme and take any necessary action.

The Clerk attended a pensions briefing and advised Cllrs of responsibilities which will come into effect in 2016.

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

Renewals are due shortly and it was agreed that the letter should ask allotment holders if they are interested in a talk or site visit from Suffolk Wildlife Trust who are working to encourage wildlife friendly gardening and habitat creation to not only benefit key species but also to benefit crop growing. Tenants will also be asked for ideas for the use of the spare land once SJH Landscapes have cleared the area.

Action: the Clerk

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

A letter has been received from MSDC to confirm that 82 & 84 Steeles Road will not be left in their current condition in the long term. Once they have made a decision whether to demolish and rebuild or refurbish and tenants notified, we will be advised.

17. To receive a report from the Litter Picker.

Mr Harknett has advised that there is still litter in all areas at times despite Costcutter terms of their license being they litter pick twice a day. The Clerk was asked to set up a meeting with Costcutter to discuss their litter picking schedule. Mr Harknett believes he now has 15 minutes each session to cover other areas. It was agreed to ask him to cover the area in front of the church and into Masons Lane and along Church Street to the crossroads as time allows.

Action: the Clerk

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

It is hoped that future Village Hall and Playing Field Committee dates will not clash. The Clerk will forward the dates of meetings for 2015 to the Chairperson.

Action: the Clerk

19. Date and time of the next Parish Council meeting – Monday 3 November 2014 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.23 p.m.

Signed.....

Dated.....

