

**MINUTES OF THE WOOLPIT PARSH COUNCIL MEETING HELD ON MONDAY
21 JULY 2014 AT 7.00 P.M. IN WOOLPIT INSTITUTE**

Present: Mr Guyler (Chairman), Mr Hardiman, Mrs Parker, Mr Melvin and 3 members of the public.

To have discussions with Malcolm McKessar, Police Liaison Officer on the Neighbourhood Watch Scheme.

The Parish Council has been concerned regarding the running of the scheme for some time. Mr McKessar has been in post for 7 months and works as PLO for NW 2.5 days per week. His remit is to strengthen and grow schemes which should be run by the members of each scheme. Woolpit is deemed to have 10 schemes of which 4 have no co-ordinators. Suffolk NW Association has a new Chairman and Secretary and it is hoped that there will be various events to recruit additional coordinators.

Public comment. The Clerk read the Police report. There were 8 crimes between 16 June and 18 July; including 2 criminal damage to vehicles, 1 driving motor vehicle with excess alcohol, 1 criminal damage and 1 possession of an offensive weapon for which a male has been charged. There were 41 event calls during this period of which 20 were road related. Information on a Day of Action and summer holiday safety were received.

The Clerk read the report from County Cllr Storey. There were 2 motions to be debated at the meeting 17 July; the Local Government Declaration on Tobacco Control and the proposal that SCC will immediately release brownfield sites at an affordable price for housing and industrial development. 3 other substantive items are the review of Children's Centres, the Equalities and Inclusion Annual Report and the Health and Safety Annual Report. The Cabinet meeting 1 July discussed on street parking surplus which amounts to £698k and the Cabinet agreed to increase the highways budget for councillors from £7k to £15k for 2014/15 and to allocate £400,000 to small drainage local improvements.

Suffolk Records Office – current estimates give only 3-5 years storage capacity so proposals were to provide a storage solution that can be put in place to keep access open for individuals who want to view records.

Amending the Penalty Notice provision for schools for parents that take children out of school during term time. The new Code of Conduct states the first unauthorised absence will result in a £60 fine issued to each parent. Any further unauthorised absences will be referred to the Education Welfare Service.

1. **Apologies for absence** were received from Mrs Cook and Mr Smith.

2. **To co-opt an additional councillor to fill the casual vacancy.**

Trevor Howard was unanimously co-opted to the Council and welcomed back by Mr Guyler.

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

4. **To approve minutes of the meeting 16 June 2014.**

The minutes were approved and signed.

5. Clerk's Report

Hedge Bury Road – will be cut when allowed for nesting birds and when contractor is available.

Hedge junction of Drinkstone Road – has been cut.

Footpaths – footpath 7 near Briar Hill ground elder has been cut but not well.

Contractor will dig out roots or spray. Footpath 7 near Wrights Way MSDC will cut back. Footpath 4 strimming has not been done well and the contractor will be asked

to make a better job at the 2nd cut and also cut grass that has grown over the tarmac to make the path wider.

Police quiz – Woolpit team came 4th.

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Green Road – pot holes were temporarily repaired before resurfacing.

Memorial bench for Yvonne Barker – the family are willing to cover costs up to £500 but have to wait until her estate is finalised.

Costcutter licence – a hearing will take place 4 August to consider the application alcohol licence. Mr Guyler will represent WPC.

Noise nuisance A14 – Mr Barnes has provided some information that can be passed to the joint group.

Ladyswell bin – will be moved to replace the Millennium Garden bin as it is concrete and very heavy and won't be able to be moved by vandals. This will leave a large green bin in storage for future use.

Community Fund balance - £17,095.08 for village halls and £7,815.57 for outdoor sports.

Burger van – further complaints regarding location. The Police will visit to ensure no offences taking place.

Verge cutting – many areas still not done. SCC is aware and contacting their contractor.

Tennis Club car park – resurfacing will take place during August.

Highways issues – funds to reduce surface of The Street is no longer in SCC budget for 2014/15, it is currently 2016/17. The Clerk will keep a rolling list of highways issues and add as others issue come to light and delete when resolved.

Speeding check Borley Green – the data does not suggest as much of a problem as in other villages where checks have been carried out.

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

MSDC has finally answered our question regarding how they check new properties for their register. They are firstly entered into the Local Land and Property Gazetteer and then the information is passed to relevant departments as properties are completed. **SALC** course 12 September successful relationships with the media. Nobody wishes to attend. **Vitalise** information on breaks for disabled people and carers. **The following items were circulated to Cllrs:** SALC SCC consultation on Suffolk Advisory Parking Standards, Governance & Accountability Guide 2014, insurance briefing 30 June, forthcoming courses, LAIS1367 deregulation bill & LAISU2D. Suffolk Police Mid Suffolk South & Stowmarket Neighbourhood Watch newsletters 20 June & 7 July, Suffolk JNW Association newsletter. Community Action Suffolk community oil buying summer 2014, newsletters 18 June, 2 & 16 July, What can Europe offer to the Voluntary Sector in Suffolk. MSDC Armed Forces Fly the Flag, Get on your bike for the Cycle Suffolk Challenge, MSDC holiday activities small grant fund. Rural Services Network news digest 16, 23 & 30 June 7, 14 & 21 July, Rural Vulnerability Service – rural transport, fuel poverty, broadband June & July, Parish views sought on rural housing, spotlight on young people, localism in practice, opportunities bulletin, rural housing spotlight, seminar Localism in Practice 22 July. Healthwatch Suffolk Community Engagement activity 7 July. Thurston College community forum minutes 10 June. Local Works Empowering Parish Councils to sell electricity. SCC Suffolk Energy Action, better broadband programme newsletter summer 2014. Marie Curie Cancer Care walk to Sandringham 30 August. The Local Councillor issue 2 2014. SCC Pension Fund: Funding Strategy Statement 2014.

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

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

1504/14 Prior notification of change of use from offices to dwelling house. Fairfield House, Old Stowmarket Road. MSDC decision – permission granted.

1642/14 Raise roof to provide first floor accommodation. Threeways, Borley Green. MSDC decision - permission granted.

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1150/14 Variation of Condition 9 of planning permission 2396/09 (working hours) Change of use and alterations to agricultural buildings to be used as scaffolding company storage, office and staffroom to vary hours of the permitted use to between 0600-0800 Monday to Friday and between 0700-1500 Saturday. Lawn Farm, Warren Lane gone to appeal.

District Cllr Melvin advised that the use of kennels at Lawn Farm would require planning permission for change of use. The biomass installation which was refused permission by MSDC, the appeal hearing was set for 17 August but the applicants have now withdrawn the appeal. The house in Woolpit Woods is still in situ and is now a criminal matter and MSDC will prosecute owner.

8. To approve accounts for payment.

Payment of £36.80 to HMRC for tax and N/I April-June was unanimously ratified. Mr K Harknett £47.70 litter picking June, Woolpit Institute £260.00 PC office rent August-October, Woolpit Institute £82.00 room hire January-June, Mrs P Fuller £212.72 expenses April-June and SCC £201.13 pension payment July. All accounts were approved and cheques issued. Payments made by standing order Mrs Fuller £642.07 and Mrs Johnson £149.47 salaries June.

9. To consider a request for two trees to be planted in memory of John Wiley and take any necessary action.

John's wife would like a native species planted and his grandson an ornamental tree in the centre of the village. It was agreed that the native species would be planted in Ladyswell and the Clerk will contact Woods for Woolpit for a suitable location and species. The ornamental tree can be planted in the Pump Garden. *Action: the Clerk.*

10. To consider prices received for a Parish Council notice board in the Pump Garden and take any necessary action.

Harry Stebbings has quoted £1099 + VAT for a 2 door oak notice board with posts. Mrs Parker will contact Mr Walker to see if he can make one. The Clerk was asked to find out if planning permission is required. *Action: the Clerk*

11. To adopt the revised Code of Conduct.

It was unanimously agreed to adopt the revised code.

12. To approve the cost of installing a new sign at Rectory Lane with the addition to the sportsfield.

The cost of £134.38 + VAT for the new sign and installation was unanimously approved. The Clerk was asked to contact MSDC to see if the Community Grant money can be used for this and the tennis club car park resurfacing.

Action: the Clerk

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

A resident has requested signs for the cul-de-sacs in Briar Hill as delivery lorries have difficulty finding properties. Cllrs will await information whether Community Grant money can be used for signs before discussing the matter further.

14. To receive a report on the further meeting to consider tree work at Ladyswell.

Mr Guyler and Mrs Parker met with Reg Harris of Urban Forestry. He does not feel that the 500 year old beech tree will need too much attention but will look again in the autumn and provide a price for the work. He will also quote for the tree work along the boundary with Goldstar who will allow work to be carried out from their site. Woods for Woolpit will be kept informed

15. To discuss the condition of the Lock Up and take any necessary action.

Mrs Cook and Mr Guyler have viewed the lock up and honeysuckle and clematis is growing into the roof area from the garden of The Copse. Mr Guyler has spoken to
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Mrs Wainwright and she has agreed to get the vegetation cut back. Once this has been done the pointing will need to be looked at. The inside of the lock up is dry and Woods for Woolpit keep their tools in it. Mr Guyler will chop down vegetation on the road side at the end of the growing season. *Action: Mr Guyler*

16. To discuss having the car park light turned off at night to stop anti-social behaviour and take any necessary action.

It was agreed to trial this in the autumn from 2000 hours. The Clerk will contact MSDC and SCC to arrange. *Action: the Clerk*

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

Mrs Parker, Mrs Cook and the Clerk met with Stephen Hammond SJH Landscapes on 19 June. No quote has been received to date.

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.

No quote has been received from SJH Landscapes. The Clerk will contact him to get a quote. It was agreed that the work can be carried out if the cost is no more than £750.00.

Generally the allotments are looking good although remedial work will be required in the autumn to repair fence posts and make rabbit proof. The Clerk will contact Josh Roper. *Action: the Clerk*

19. To discuss becoming a Dementia Community and take any necessary action.

Nigel George would like to discuss this with WPC however Cllrs feel it would be more appropriate for Mr George to call a public meeting and invite WPC to attend.

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

Building work will commence in March for tranche 2 although the planning application has not been received. 82 & 84 Steeles Road are staying as MSDC did not give the correct form of notice to the tenants. Cllrs have concerns regarding this as will spoil the look of the redevelopment. The Clerk was asked to request written information on the future of 82 & 84.

Action: the Clerk

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

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

WVH is looking for funding for replacement soundboards and have been given information on Community Grants

23. Date and time of the next Parish Council meeting – Monday 1 September 2014 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.49 p.m.

Signed.....

Dated.....