

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
2 MARCH 2015 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler (Chairman), Mr Hardiman, Mr Smith, Mrs Cook, Mr Jones, Mr Howard, Mrs Parker, Mr Melvin and 2 members of the public. Mr Lomax joined the meeting at 7.42 pm.

**Public comment:** Mrs Cook advised that ditches have been dug out at the end of White Elm Road following the serious flooding last year however as the pipe is small the water will back up again during heavy rain.

Mrs Storey showed Cllrs drawings to be sent to MSDC Planning Department for an extension and alterations to her property in Mill Lane. Cllr Melvin took no part in these discussions.

County Cllr Storey advised that budget of a further year with no council tax increase for the SCC proportion and savings of £38m in the next year was passed. There are 3 main items for the Cabinet meeting 24 March; Revision to Highways Maintenance Standards, Admissions to schools for 2016/17 and to endorse the Deben Estuary Plan. The Scrutiny meeting 11 February reviewed the Cabinet decision regarding the closure of some Children's Centres. It was a close decision but was referred back to Cabinet. The main part of the meeting reviewed progress on Suffolk Broadband for which a quarterly newsletter is issued.

District Cllr Melvin advised that full council met and set the budget with a small increase of 5p a week for a Band D property. There will also be a rise in council house rents to level off with the private sector.

The Clerk read the Police report. There were 3 crimes recorded between 27 January and 26 February 2015: 1 Section 2 harassment for which a warning notice has been issued, 1 burglary other building and 1 criminal damage. There were 27 calls to the police during the same period of which 16 were RTC/highways disruption related. Information on shed burglaries and purse thefts was received.

1. **Apologies for absence.** There were none.
2. **To receive declarations of interest.** There were none.
3. **To approve minutes of the meeting 2 February 2015.**  
The minutes were approved and signed.

#### 4. **Clerk's Report**

**Car park** – MSDC will put up a sign of its responsibilities

**Dog and litter bin** – annual review has been completed.

**Illuminated speed sign** – the Clerk is investigating suppliers for a sign in Heath Road.

**Heath Road** – yellow lines with restricted hours have been requested.

**Speaker for APM** – Mid Suffolk CAB will be asked.

**Trees at Ladyswell** – Urban Forestry are arranging the necessary planning application.

**Verge Old Stowmarket Road to Goldstar** – SCC are carry out work to clear the area.

**Wood Road** – the issues of lorries damaging the grass triangle has been reported to SCC.

**Revised Standing Orders** – these should be ready for adoption at the next meeting.

**Internal audit** – Mrs Cook will carry out during the next month.

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

**Headway Suffolk** invitation to opening of Bury Neuro hub 30 April. **Suffolk Housing** posters regarding affordable housing in Abbots Meadow and Mill Lane. **Post Office** decision to move to new premises and branch modernisation. **The following items**

**have been circulated to Cllrs:** MSDC Town & Parish Councils newsletter January, Walking Festival 2015, Joint Local Plan: Parish Councils update, Spring Clean Suffolk 2015. Rural Services Network rural opportunities bulletin, weekly digest 9, 16, 23 February + 2 March, RSN Seminar Local authorities & the Health and Wellbeing Agenda, Rural Vulnerability Service: Rural Transport and Rural Broadband February, spotlight on older people. SALC NALC financial topic note – redemption of 3.5% War Stock, LAIS1372 Transparency Code for smaller authorities, LAIS1373 automatic precept referendums, LAIS1374 councillor travel expenses, LAIS1375 the electronic summons, forthcoming courses, purdah & elections FAQs, important update 20 February, special information session – Sustainable Communities Act, Mid Suffolk South Area Meeting 12 March. SCC Education and Learning Infrastructure Plan, temporary traffic order closure between 19-21 Steeles Road for carriageway repairs 26 & 27 March. Funding and grants funding success for your charities. Suffolk Constabulary Mid Suffolk South and Stowmarket Neighbourhood Watch newsletters 28 January-11 February and 11-25 February. Thurston College Community Voice 17 March. Community Action Suffolk newsletter 11 & 25 February.

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

**4029/14** the demolition of 82-84 Steeles Road and erection of three 2 bed dwellings including associated external works and parking. 82-84 Steeles Road – support.

**0260/15** Erection of single storey and two storey extensions and alterations. Erection of detached double garage. Bracken Lodge, Wood Road – support.

**3865/14** Single storey extension and insertion of 2 windows on the first floor. Titchfield, The Green. MSDC decision – permission granted.

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

Mr K Harknett £53.30 litter picking February, Gipping Press £246.12 February/March Diary, Equity pc £166.50 (£108.00 Woolpit Diary February/March and £58.50 clean up computer), Information Commissioner £35.00 annual registration renewal, Woolpit Institute £390.00 office rent February-April, Suffolk County Council £2398.50 streetlighting 1/4/14-31/3/15 and Suffolk County Council £201.13 pension payment. All accounts were approved and cheques issued. Payments by standing order Mrs P Fuller £653.80 salary February, Mrs O Johnson £186.27 salary February and Eon £31.74 pump light 14/11/14-14/02/15.

**8. To consider quotes and a change to quarterly invoices for grass cutting of the playing field and sports field and take any necessary action.**

Once the breakdown has been received for the different type of cuts, Cllrs accept the quotes of £691.00 for the sports field and £1046.61 for the recreation ground. The change to quarterly invoicing is also accepted. *Action: the Clerk*

**9. To receive a report of the meeting of the Housing Needs Survey group and discuss and approve any necessary action.**

Cllrs reviewed the questions for the HNS and no additional questions are required. It was agreed that Mr Guyler and the Clerk would complete the letter to be distributed with the survey and return to Sunila Osborne, Community Action Suffolk for printing.

*Action: Mr Guyler & the Clerk*

**10. To consider the Babergh and Mid Suffolk Joint Local Plan Public Consultation and take any necessary action.**

Cllrs do not wish to respond to the consultation.

**11. To consider information received regarding election 7 May 2015 and take any necessary action.**

A poster “Your Village needs You” will be published in the Diary + laminated posters will be put on the notice boards around the village. The Clerk has a supply of nomination papers.

**12. To consider a request from Elmswell Library Friends for Woolpit Parish Council to sponsor a notice board and take any necessary action.**

ELF is approaching the 7 parish councils within its catchment area to ask if they will sponsor a notice board each. These will be used to promote library events but could be used to promote parish notices. The boards will carry the name of the sponsor. The cost of each board is £199.00 + VAT.

Cllrs agreed to sponsor a board but the clerk was asked to request an individual invoice.

*Action: the Clerk*

**13. To consider further information regarding a wooden bench in memory of Yvonne Barker and take any necessary action.**

Examples of teak benches have been emailed from the family of Mrs Barker for consideration. They would also to have "In Memory of Yvonne Barker" either carved into the back of the bench or a plaque affixed to the bench.

It was agreed to request that the family orders and pays for the bench and has it delivered to Woolpit. WPC would arrange for the base to be laid and bench to be fixed to it but the cost would have to be borne by the family. Cllrs have no objection to the inscription either being carved or on a plaque. The bench would be added to WPC insurance.

*Action: the Clerk*

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

The wardens have not been down to the allotments this month. Roger Harvey plants should be contact Mrs Parker to arrange a meeting to look at the spare area of land (plot 24) for easy maintenance.

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

The Clerk was asked to contact Orbit housing for a hedge between the fence and south of the ditch.

*Action: the Clerk.*

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

Mr Harknett continues to pick litter beside the roads at the entrance of the village as time allows.

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

All paths are continually walked and all footpath notices are visible but there are issues of dog fouling along footpaths 4 and 9. The wire fencing at the school end of footpath 3 is broken. The Clerk will report this to SCC.

*Action: the Clerk*

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

The race night was very successful and the committee is planning a quiz night.

**19. Date and time of the next Parish Council meeting – Monday 30 March 2015 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.08 p.m.

Signed.....

Dated.....