

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

**Present:** Mr Guyler (Chairman), Mr Wheatley, Mr Hardiman, Mrs Cook, Mr Melvin, Mr Howard, Mr Lomax and 7 members of the public.

**Public comment:** tenants spoke of their desire to have sheds and propagators allowed on allotment plots.

Canes near new hedging along the footpath Steeles Road to The Grange have been removed and thrown in the ditch. Lovells will be informed.

The standard roses in the garden area in Steeles Road need to be staked.

The footway outside 1-9 Steeles Road is now in a very poor state and is dangerous as tarmac has been pushed up and is coming out in lumps due to construction lorries driving over it. The Clerk will contact SCC again. *Action: the Clerk.*

Mr Wheatley advised that he would be away when March Diary needs distributing to deliverers.

County Cllr Storey advised that the Cabinet meeting 10 November is due to agree a review of Suffolk Minerals Local Plan, consultation on options and Issues and Calls for Sites will be coming out between October 2015 and January 2016. This meeting will also discuss the 2015/16 budget monitoring report, the Suffolk Safeguarding Adults Board Annual Report 2014/15, the Adoption of Highway Infrastructure Asset Management Policy and Strategy Documents and the Suffolk Fire Authority Integrated Risk Management Plan Consultation. This plan is used to outline any changes in equipment, manpower and resources for the Fire and Rescue Service over the next few years. SCC is seeking views on its proposed admissions policy for 2017/18 school year. There is a Community Emergency Planning conference being held on 13 November.

District Cllr Storey advised that full committee resolved to look into the introduction of 'passivhus' standards for all council houses. There has been a second pre-challenge session for the devolution bid for Suffolk and Norfolk. The presentation and proposal document goes to government for examination 4 November.

There has been much interest in the VOSA site on the roundabout junction 47 of the A14 for the provision of a Road Side Enforcement Site.

**1 Apologies for absence** were received from Mrs Parker and Mr Jones.

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

**3. To approve minutes of the meeting 5 October 2015.**

The minutes were approved and signed.

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

**Meeting dates 2016** – these have been circulated and the room hired. Copies will be sent to Cllr Storey and the Police for information.

**APM speaker** – Cllrs were asked to suggest a suitable speaker.

**White lines** – SCC is to install white lines to emphasis the narrowing of the road in Green Road around the junction with Mill Lane.

**Possible housing development** - Pigeon, a development company have contacted the Clerk regarding a possible development in Old Stowmarket Road. Mr Guyler, Mr Melvin, Mr Lomax and the Clerk will meet a representative on 3 November.

**Post box, The Green** – the issue has been highlighted in the local press. Mrs Parker will pursue the matter until a replacement box is in situ.

**Co-op changes** – the Clerk has received a message that some changes are to take place and the Area Manager will be contacting her to discuss.

**Parish Council office** – Woolpit Institute Committee has advised that the Parish Council office will be painted within the next six months.

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

A resident has been told that to have a dropped kerb installed in Steeles Road will cost £1000 where others have had theirs free to get cars off the road for the redevelopment. The resident has been advised to make their case to SCC in writing and contact County Cllr Storey. **The following items have been circulated to Cllrs:** **SCC** Community Emergency Planning research project, CEP conference 13 November, CEP rest centre training, temporary traffic order Rags Lane 16-19 November road closure for new gas connection, Crowd Funding event Stowmarket 3 November, work to remove sycamore trees junction Rectory Lane & Church Street, Tostock Rail Bridge signing works 9 November, Woolpit to Haughley New Street concrete carriageway copy letter to Jo Churchill. **MSDC** grant and funding newsletter November. Suffolk Constabulary Halloween posters, Suffolk Local Policing information evening event 10 December, no more reports or priority tasking meetings. **Alex Jarrett** A14 Woolpit Tot Hill noise update. **Rural Services Network** rural opportunities bulletin, news digest 12, 19, 26 October & 2 November, rural housing spotlight, rural vulnerability service – rural broadband & fuel poverty November, RSN seminar – tackling the challenge of ageing. **SALC** forthcoming course, Sudbury TC & Lowestoft winter gritting workshops, HM the Queen's 90<sup>th</sup> birthday celebrations, AGM and Annual report, LAISU2D, LAIS1383 Cities and Local Government Devolution Bill, Parish Councils: the case for the right to appeal in the planning process. **Community Action Suffolk** newsletter 7 & 21 October, be part of developing volunteering in Suffolk. Public Sector Executive news 8, 12, 15, 19, 22, 26, 29 October & 2 November.

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

**2394/15** Erection of extension to existing garage to include a small workshop. Summer Cottage, Drinkstone Road – support.

**3716/15** Prune apple tree and sycamore tree in rear garden. The Cottage, The Street – support.

**3592/15** Installation of dropped kerb. 21 Meadowlands. Cllr have no objection.

**2857/15 & 2858/15** Remove existing signage and replace with new to incorporate new company logo. The Co-op, The Street. MSDC decision – permission granted.

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

Equity pc £200.00 deposit for new computer was unanimously ratified. Mr K Harknett £43.20 October litter picking, Equity pc £88.69 printer cartridges, Woolpit Twinning Association £250.00 grant for refreshments/gift during recent French visit as approved at the February meeting and Suffolk County Council £205.55 November pension payment. Payments by standing orders Mrs P Fuller £673.72 wages October, Mrs O Johnson £192.00 wages October and BT £132.52 quarterly bill. All accounts were approved and cheques issued.

It was agreed that up to £50 can be spent on a replacement set of drawers for the office.

**8. To confirm the date of the public meeting to consider undertaking a Neighbourhood Development Plan for Woolpit.**

This was set for Wednesday 13 January 2016.

**9. To discuss pension enrolment and take any action.**

The Clerk was asked to find out if WPC can run two different schemes. Mrs Parker is contacting an accountant to ascertain who they are recommending small employers use.

*Action: the Clerk /Mrs Parker*

**10. To consider the cost of repairing the ride on mower and take any necessary action.**

It was proposed that a total expenditure of £800.00 be approved to include non-essential work. It will be requested that invoices are sent to WPC for payment. Mrs Parker is looking into storage.

*Action: the Clerk/Mrs Parker*

**11. To review Woolpit Diary including advertising costs and take any necessary action.**

It was agreed that the number of adverts in each issue remain at 48 and the cost of advertising for the year 2016/17 be increased to £50.

**12. To receive a report on the review of Woolpit.org and take any necessary action.**

Lots of information/contacts are out of date. It was agreed that an item will be included in Woolpit Diary and a flyer delivered to businesses on the business parks.

*Action: the Clerk/Mr Wheatley*

**13. To consider publishing Woolpit PC Standing Orders on the website and take any necessary action.**

It was unanimously agreed not to publish Standing Orders online but to add a note that they are available from the Clerk.

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

The Clerk advised that there have been insufficient working hours to keep on top of the garden this year as more time in the office has been necessary. Half the garden has been weeded and additional bark distributed. It was agreed to hold a further working party 14 November to clear the rest and spread the bark.

**15. To discuss the increase in rent for the Parish Council office in Woolpit Institute and take any necessary action.**

Woolpit Institute Committee has advised that the rent will increase by inflation to £32 per calendar month from 1 February 2016. Cllrs approved this increase.

**16. To receive an update on Community Emergency Planning and take any necessary action.**

The Emergency Plan team will meet after attending the forthcoming CEP conference on 13 November. The draft plan will then be presented to WPC at the December meeting and if approved will be sent to MSDC who action it. Mrs Storey has produced a 'Get ready for Winter' information sheet which will be included in the next Diary.

**17. Update on Yvonne Barker memorial bench.**

The bench has been installed and Mr Gulyer thanked Mr Hardiman for doing this with the help of Mr Wheatley. Mr Hardiman will contact the supplier to find out what to apply to maintain the bench. The family of Mrs Barker have been to see the bench and met with some members of WPC.

**18. To receive a report on the allotments and take any necessary action including a request from a tenant to erect a shed.**

Following renewals, 3 plots remain available to rent. These will be advertised in the next Diary. The area beside the plots still needs to be cleared but as yet we have not found anyone willing to take on the work. It may be that a working party can be arranged to carry this out in December/January. Cllrs considered Mr Jackson's request for an 8' x 6' shed on a concrete flag base; details of the model and supplier were also received. After discussion and a vote, it was agreed to allow this shed with security at the tenant's own risk and it must be maintained by the tenant to a standard approved by WPC. It was further agreed that each tenant needs to apply for individual permission for a shed so that a good standard may be maintained. Mr Jackson will be informed of this decision.

*Action: the Clerk*

**19. To discuss any plans to commemorate HM the Queen’s 90<sup>th</sup> birthday and take any necessary action.**

It was agreed to find out if anyone is interested in celebrating the event by publishing an item in the next Diary. Mr Howard, Mr Melvin and Mrs Cook wish to be involved.

*Action: the Clerk*

**20. To receive an update of the garden area included in the original redevelopment of Steeles Road.**

The garden is being maintained but we are no further forward with Flagship & Persimmon sorting the benches, gate fittings and outstanding street lights.

It was agreed to purchase stakes and cable ties for the standard roses so they do not get ruined. Mr Hardiman will organise.

*Action: the Clerk*

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

Tranche 2 is well on the way and should be completed by October 2016.

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

The litter picker will not be available for part of December.

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

Security cameras have been installed around the building. The quiz has been set for 12 February 2016. The football goal and fence have been installed on the playing field and are being well used. The area is now very muddy and the committee are looking into providing astroturf in the area. The Clerk has contacted R & P Baker for the invoice for moving the goal and fence and has been advised that they have waived the charge. Thanks will be sent for this. The play equipment is coming to the end of its life and will need to be replaced in the coming years.

**24. Date and time of the next Parish Council meeting – Monday 7 December 2015 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.22 p.m.

Signed.....

Dated.....