

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY
4 JANUARY 2016 IN WOOLPIT INSTITUTE.

Present: Mr Guyler (Chairman), Mr Wheatley, Mr Hardiman, Mr Howard, Mr Melvin, Mrs Cook and Mr Lomax.

Public comment: The Police report advises that there will no longer be an SNT team at Elmswell Police Station. The Mid Suffolk South SNT will be joining with the Stowmarket SNT to make 1 team and will be based at the Police Station on Violet Hill Road Stowmarket. The team will be made up of 1 Sergeant, 4 Police Officers and 6 Police Community Support Officers. PCSOs are being cut from 166 to 98 in Suffolk. The plan is to have all the changes in place by 1st April 2016.

County Cllr Storey's report advised that the Cabinet will meet on 26 January and the main item will be the publication of the budget papers for 2016/17. The loss of government grants makes the budget worse off to the tune of £8m by 2019. There are some public meetings looking at the future provision of the Fire and Rescue Service.

District Cllr Storey's report advises that the Executive of MSDC will meet on 6 January where the budget for 2016/17 and the Draft Joint Medium Term Financial Strategy will be discussed. MSDC Council Tax proportion is likely to increase by 1.9% and some fees and charges will increase. The Housing Revenue Account Income Management Strategy will also be considered at this meeting. There is a full Council meeting on 21 January which will debate the council policy for CIL.

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 7 December 2015.**

The minutes were approved and signed.

4. **Clerk's Report**

Veteran beech tree, Lady's Well – pollarding has been postponed due to the weather.

Woods for Woolpit – Mr Guyler and the Clerk met with Mr Wainwright 10 December. Work at Lady's Well is not currently taking place as the group's insurance cover has lapsed. The Clerk has checked with our insurer but the group are not covered under our policy as they are a constituted group. The Clerk has suggested that they get competitive quotes for insurance cover than ask WPC for grant to cover the cost.

Allotments – Gadd Brothers will carry out the agreed work at the allotment site this week.

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

LCPAS Public Nuisance & Byelaws course 5 February. Mrs Cook will attend. **Mr & Mrs Mallion** requesting that their letter for information on Christmas lights vandalism can be published in Woolpit Diary, Cllrs agreed to this. **MSDC** decision for premises license for Costcutter, granted with the inclusion of litter picking on the playing field.

The following items have been circulated to Cllrs: Rural Services Network RSN Seminar – making rural settlements work – planning and affordable housing, Rural Vulnerability Service – fuel poverty and rural transport December, news digest 14, 23 December + 4 January, Rural Economy Spotlight. **SCC** Community Emergency Planning newsletter December, most active community town and village competition 2015, Suffolk Onboard newsletter December, Suffolk Pension Fund employer newsletter December, news from Suffolk Community Foundation Winter 2015, Suffolk Fire & Rescue Service Integrated Risk Management Plan 2015-2018. **MSDC** bin collection calendar 2016, CEO Christmas greetings, New Development Management Team, Babergh & Mid Suffolk CIL – examiners report. **SALC**

forthcoming courses, referendums relating to Council Tax increases, new website for SALC, Shaping the Future of Suffolk Fire & Rescue Service – public meetings January /February, Christmas greetings. **Suffolk Police** PCSO Match Funding letter. **LCPAS** Public Nuisance & Byelaws course. **Public Sector Executive** news 10, 14, 17, 21 December. **Amey Group** closure of A14 J47 slip road 17 December, roadworks to improve A14 J47a 11-15 January. **Community Action Suffolk** newsletter 16 December. **Cppmarketplace** 2 creative internships for young people in Suffolk.

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

4412/15 Erection of a Post Office projecting sign to the right hand side of the store front elevation. Co-op, The Street – support.

4442/15 T1 – Tilia europea removal to ground level, eco plug stump, replace close by with an ornamental maple. High Trees, Drinkstone Road – object the felling of the lime tree is detrimental to visual amenity of the area, in a Conservation Area, is part of a line of lime trees. TPOs on these trees is requested.

3991/15 Erection of two-storey extension to side elevation. Erection of porch (replacement), provision of additional hardstanding. 28 Steeles Road. MSDC decision – permission granted.

3814/15 Erection of new dwelling and removal of cherry tree. Site adjacent to The Rectory, Church Street. MSDC decision – permission refused. Constitutes an unduly cramped and over developed site failing to preserve or enhance the Conservation Area.

3815/15 Erection of single storey rear extension. Burrows End, Warren Lane. MSDC decision – permission granted.

3954/15 Erection of new dwelling. Clear View, Bury Road. MSDC decision – granted. Mr Guyler will Chair the public meeting for a Neighbourhood Plan on 13 January, leaflets are being distributed this week. If the meeting decides to go ahead with a NP, the next step will be for WPC to approve the creation of a steering team and terms of reference. Whilst the NP will be under the auspices of WPC, the Chair and Vice will be elected by the steering team.

Cllrs met with John Pateman-Gee and Louise Barker MSDC on 11 December regarding development around the parish. Each application will be considered on its own merit, there will be no priority listing of suitability. There are 4 sites around the parish that have had pre-planning enquiries. Since this meeting MSDC has advised of an internal meeting 14 January to discuss setting up a planning liaison group for Woolpit, including representative of WPC, to discuss long term development in the village.

The public exhibition from Pigeon for the site off Old Stowmarket Road has been advertised by the developers and leaflets dropped to most houses in the parish.

7. To approve accounts for payment.

Cyan £27.49 teak protector for new bench, Woolpit Nurseries Ltd £150.00 Christmas Tree, Vertas £313.99 3rd quarter grass cutting playing field, Urban Forestry £477.00 tree work at Lady's' Well Gold Star boundary, Community Action Suffolk £644.60 Housing Needs Survey, Mrs P Fuller £140.74 expenses October-December, Suffolk County Council £205.55 pension payment, Woolpit Institute £84.00 room hire July-December, Woolpit Institute £416.00 office rent February-April, Mr K Harknett £46.20 litter picking December and HM Revenue & Customs £37.60 Tax & N/I October-December. All accounts were approved and cheques issued. Payments by standing orders Mrs P Fuller £673.72 wages December, Mrs O Johnson £192.00 wages December and E-on £ 28.18 pump light quarterly bill.

8. To discuss pension enrolment and take any action.

Carried forward, awaiting further information from SALC.

The Clerk left the meeting.

9. To discuss the Clerk's hours and take any necessary action.

It was agreed to increase the contractual hours with immediate effect from 10 to 13.5 per week for the office with no hours for the Millennium Garden maintenance. The new weekly figure is based on actual hours worked during the previous 12 months. The Millennium Garden maintenance will be discussed at the February meeting. It was proposed, seconded and carried to pay the excess hours worked in 2015 at the current rate.

The Clerk rejoined the meeting.

10. To discuss an additional street light outside the Co-op and take any necessary action.

It was agreed that this is a busy dark spot in the village and we should take steps to have a light on the same side as the Co-op if possible. The Clerk will contact SCC to conduct a site meeting for a suitable location. The Co-op will be contacted to ask if it would be willing to have a bracket light attached to the building or a free standing column.

Action: the Clerk.

11. To discuss the disposal of the old computer and take any necessary action.

An enquiry from the bell ringers for the old computer was made some months ago. It was agreed to offer the computer to them if they are prepared to pay the cost of £80 to remove WPC information from the hard drive.

Action: the Clerk

12. To discuss the Queen's 90th birthday celebrations and take any necessary action.

It is understood that Tea Cups Tea Rooms are planning an event in Woolpit Institute. It was agreed that WPC would be prepared to contribute as the village will benefit from the event. Mr Melvin will discuss further with Mrs Moss of Tea Cups.

Action: Mr Melvin

13. To consider quotes for tree work on the Playing Field and take any necessary action.

The Chairman, Clerk and Mrs Semmens Chairman of Woolpit Playing Field carried out a site visit and agreed that the best option was for a 30% crown reduction. It was agreed to accept the quote of £530.00, get Mrs Semmens to arrange and supervise the work.

Action: the Clerk

14. To consider quotes for repairs to the fence at Lady's Well and take any necessary action.

Carried forward to next meeting as one quote still awaited.

15. To discuss match funding of a Police Community Support Officer in the financial year 2016/17 and take any necessary action.

It was proposed, seconded and carried that no action be taken. It was agreed to send a letter to PCC Tim Passmore regarding Cllrs concerns of the increase in the Police precept and the diminishing service. Mr Melvin will draft the letter. Mr Howard will attend the meeting 6 January regarding changes to the SNT.

Action: Mr Melvin/ the Clerk.

16. To discuss and set the precept for 2016/17.

Cllrs were presented with actual costs for 2015/16 and current reserves. After discussion it was proposed, seconded and carried to set a precept of £28,000.00 for 2016/2017. Whilst this is a 5.4% increase, this equates to £1.90 a year (less than 4p per week) for a Band D equivalent. The form was duly signed and witnessed by the Clerk. Full details of the precept are shown under folios 593 & 594.

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

There is still a half plot available to rent which will be publicised on the noticeboard and in Woolpit Diary. A tenant has been found for the full plot that will become available during the year.

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

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

Security cameras have been installed. A grant for a stair lift has been agreed and this will be installed shortly. There has been a problem with the heating and the cost of a new part is likely to be approx. £1000.00. The Chair is stepping down at the next AGM and the Treasurer would like to step down as soon as a replacement is found

20. Date and time of the next Parish Council meeting – Monday 1 February 2016 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.43 p.m.

Signed.....

Dated.....