

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY
4 APRIL 2016 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

Present: Mr Guyler (Chairman), Mr Howard, Mrs Parker Mr Hardiman and 7 members of the public.

Public comment: Mrs Jenkins asked what action is being taken to improve the signage at the Heath Road end on Mill Lane following the recent damage to her property by an HGV vehicle using Mill Lane and trying to turn into The Street. The current sign "unsuitable for lorries" is inadequate. County Cllr Storey is meeting SCC Highways Officer on site on 8 April. They will also walk around the village looking at other issues on the Clerk's rolling list of Highways issues.

A list of Highways signs that have been left after work has been completed will be provided for Cllr Storey before the meeting.

Mr Mawhood asked if the Parish Council would consider becoming a member of Suffolk Preservation Society so that help from SPS can be obtained by the Neighbourhood Plan Steering Group. This will be discussed at the May meeting. County Cllr Storey advised there is a Cabinet meeting 19 April. £1bn Devolution Deal for East Anglian has been announced. Twenty new temporary vehicle activated signs have been purchased by the Suffolk Roadsafe Board to tackle concerns around speeding; these will be moved around the county. A new health campaign has been launched to keep Suffolk residents healthie and living longer.

District Cllr Storey advised there is a meeting of MSDC Executive on 11 April which will discuss/agree; the refresh of the Joint Strategic Plan 2014-2019 and the Joint Food Safety and Health and Safety service plans.

1. Apologies for absence.

These were received from Mr Melvin, Mrs Cook, Mr Wheatley, Mr Jones and Mr Lomax.

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

3. To approve minutes of the meeting 7 March 2016.

The minutes were approved and signed.

4. Clerk's Report

Drains Elmswell Road – SCC has been asked to look at these again for any repairs required.

Development Project Team – Mr Guyler and the Clerk had a meeting with Nick Ward and Louise Barker MSDC who advised there is to be an in-house meeting to discuss development along the A14 corridor and the impact on the area and infrastructure provision.

Lady's Well fence – a claim has been submitted to SCC for the cost of the recent repairs as SCC trees caused the damage.

Bury Road footway – SCC has carried out work to widen the footway and this now needs to be maintained.

Footpath near new development Steeles Road – a lot of rubbish has been dropped in the area and grass cutting being put in the hedgerow. Mr Harknett has carried out a litter pick in the area.

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

A letter of objection has been received to the possible new street light outside the Co-op. James Cartlidge MP speech to the Commons on damage caused to historic buildings in Lavenham and Hadleigh by HGVs. The Clerk was asked to write to Jo Churchill MP to ask her to reinforce the point and that we wish her to pursue this on behalf of her constituents. **The following items have been circulated to Cllrs:**

SALC Master Composter Volunteer Scheme – free training course, The Essential Guide for Automatic Enrolment, S137 Expenditure 2016/17, SAAA Chairman's

Communication 3, Traffic Calming, forthcoming courses March & April, SCC Women on Wheels, Understanding Village Hall and Playingfields, Charles Arnold Baker 10th edition, LAIS1388 Planning Changes, BBC Radio Suffolk – hedgehog friendly County, BDO External Audit briefing, LAIS 1389 Broadband, LAISU2D160330.

Public Sector Executive news 14, 21 March 4 April. **Rural Services Network** news digest 8, 14, 21 March + 4 April, Rural Vulnerability Service Fuel Poverty & Rural Transport March, Rural Economy Spotlight, Spotlight on the Heart of the Village.

Community Action Suffolk news 9 & 23 March, Suffolk Volunteering Conference 2016: further details announced. **Babergh/Mid Suffolk DCs** Ending Loneliness event 11 April, Section 106 applications, Town & Parish Council newsletter March.

SCC Employer pension newsletter March, temporary closure, Mason Lane 15 March repairs to collapsed sewer and The Street 5-8 April new gas connection, Community Emergency Planning newsletter, weather alert Easter weekend, suffolkonboard newsletter April.

County Cllr Storey Police Review notes, Join the Fight weekly bulletin 11 March. **UK Power Networks** restoring power supplies update, priority service register and energy efficiency advice leaflet. **East Anglian Daily Times** Environment & Sustainability Awards.

Groundwork.org funding for Community Green Spaces. **Suffolk Preservation Society** Heritage Planning Training for Town & Parish Councils 14 June. **Coffee Caravan** invitation to AGM 5 May. 1 Comment on Green Road development.

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

1037/16 Erection of single storey sun room extension with associated landscaping. Installation of new rooflights to existing house and replacement of existing windows & door units. Erection of detached 2 bay garage structure (following demolition of detached garage structure and rear single storey extension). Larkrise, Rags Lane – support.

0371/16 Application for approval of reserved matters pursuant to outline planning application 2407/12 relating to access, appearance, landscaping, layout and scale. (Erection of detached dwelling and construction of vehicular access). The Willows, Old Stowmarket Road . MSDC decision – permission granted.

4405/15 Erection of a detached single storey dwelling. Saltings, Heath Road. MSDC decision – permission granted.

7. To approve accounts for payment.

The following payment was ratified £383.37 W J Green Ltd parts for ride-on mower. The following accounts were approved and cheques issued Mr K Harknett £52.00 litter picking March, Clarke Fencing Ltd £836.74 Lady's Well fence repairs, Woolpit Institute £416.00 office rent April-July, HM Revenue & Customs Tax & N/I January-March, Mrs P Fuller £410.91 1 hour addition salary per week & expenses January-March, Equity pc £108.00 edit April/May Diary. The following items were paid by standing order Mrs O Johnson £192.00 salary March & Mrs P Fuller £673.72 salary March.

8. To approve the terms and conditions for NEST pension scheme and take any necessary action. These were approved.

9. To complete the Suffolk County Council pension questionnaire and take any necessary action.

These are very technical forms and further information is required before they can be completed. Mr Guylar will draft a response. *Action: the Clerk/Mr Guylar*

10. Neighbourhood Plan update including ratification of the membership of the Steering Group.

Mr Howard advised that John Guylar, Trevor Howard (Chairman), Richard Mawhood (Vice-Chairman), Jenny Denny, Jane Storey, Andrew Brain, Dr Richard West, Ben Holden, Tim Parker, Jane Foster, Lisa Hicks, Caroline Blomfield, Alan Round and David Hughes are the

members of the NPSG. Cllrs feel this is a good range of people, age wise and location in the village and skills sets. The membership was duly ratified. Mr Howard reported that subgroups to look at different aspects of the plan were formed at a meeting 30 March. The members of the NPSG are very enthusiastic, are a good cross-section of the community bringing a range of ideas making a good start on the plan. Mr Howard would like WPC to look at making £1000.00 available for publicity & promotion. This will be discussed at the May meeting.

Declaration of Members Interests forms need to be completed by all members of the Steering Group. *Action: the Clerk.*

11. To approve the Woolpit Emergency Plan and take any necessary action.

Mr Guyler congratulated those concerned in the preparation of the Emergency Plan. With 3 minor amendments, the Plan was approved and can be linked to the website. The EP will be reviewed annually by the EP Group.

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

The lighting of the beacon is being organised by Glyn Baker. Posters are ready to advertise the event. Mr Howard will inform the Police of the event, marshals will wear high-vis vests. *Action: Mr Howard*

13. To consider a contractor for maintenance of the Millennium Garden and take any necessary action.

3 quotes have been requested and 2 were received but 1 has since been withdrawn. It was agreed to accept the quote from Laura Bayly for £10 per hour for 2 hours every other week with all waste being removed from site. *Action: the Clerk*

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

2 plots have not had any work done at all with one other needing more work before it gets out of control. The shed on Plot 15 looks very smart. The fire site outside the perimeter fence has been cleared. Rubbish on plot 24 has been burnt and the area now needs to be sown with grass seed, the mower repaired and a rota set up to cut the plot and grass around the edges. The area is looking much better than 3 years ago thanks to current tenants.

15. To receive a report from the Litter Picker.

Fly tipping has occurred along the Tostock Road. This will be reported to MSDC.

Action: the Clerk

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

The AGM will be held 18 April and the current Chairperson is stepping down.

17. To receive a report from the Footpath Warden.

All paths have been continually walked and all footpath notices are visible. Dog fouling continues to be an issue along Footpaths 4 & 9. There is some overgrowth from adjoining gardens along footpath 7 which makes some parts harder to walk.

18. Date and time of the Annual Parish Council meeting – Monday 16 May 2016 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.02 p.m.

Signed.....

Dated.....