

MINUTES OF THE WOOLPITPARISH COUNCIL MEETING HELD ON MONDAY  
7 MARCH 2016 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

**Present:** Mr Guyler (Chairman), Mr Jones, Mr Wheatley, Mr Howard, Mrs Parker, Mrs Cook, Mr Hardiman, Mr Lomax and 9 members of the public.

**Public comment:** Mr Short advised there will be a further public exhibition in the Church on 4 April for the Green Road development prior to submitting a planning application.

Mr Mawhood asked that with the latest HGV incident in Mil Lane that better signage is investigated.

The broken drain in Old Stowmarket Road has been repaired but the drain in Elmswell Road is still causing problems. The Clerk will inform SCC. *Action: the Clerk.* Mr Howard has notified MSDC of a car in the car park which has not been moved for several weeks.

County Cllr Storey advised the full council will meet on 17 March to debate a motion related to the new community transport structure. The new service for Mid Suffolk will be delivered by Aspire Together from 16 June. The Cabinet meets on 22 March and will discuss the Review of the Flood Risk Management, a joint Norfolk and Suffolk Trading Standards service and the details of the new Emergency Service Mobile Communication Programme.

Cllr Storey was on the scene of the latest incident of the HGV damaging properties by coming down Mill Lane and trying to turn into the village centre. She has been in contact with the engineer from Highways to see if a solution can be found.

District Cllr Storey advised there is a meeting of the Executive 7 March which will discuss Financial Monitoring 2015/16 quarter 3 and Passivhaus design for affordable housing.

1 **Apologies for absence** were received from Mr Melvin.

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

3. **To approve minutes of the meeting 1 February 2016.**

The minutes were approved and signed.

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

**Development Project Team** - MSDC has suggested setting up a group included PC representatives to discuss how MSDC can support and advise the Parish and the community with the potential development growth in Woolpit, however MSDC is undergoing another restructure so may be a few weeks before a meeting takes place.

**Christmas Tree recycling** – MSDC will get their contractor to check accessibility of the Bottle Bank area ready for 2016/7, there will be no charge.

**Yellow Lines, Heath Road** – as it is a year since our request, SCC has been contacted and they will get an update of progress from Kier MG.

**Ride on mower** – Jamie Wiley will get the repairs to the mower carried out as soon as possible.

**Speaker for the APM** – will be Cody Prior, UK Power Networks.

**Lime tree, corner of Drinkstone Road** – has been trimmed. It is owned by SCC who carried out the work following agreement with MSDC Tree Officer for highways safety. SCC should have submitted a planning application as the tree is in the Conservation Area and have been spoken to regarding this error.

**Lady's Well fence** – repairs have now been carried out and it was agreed to make a claim against SCC insurance to recoup costs as their trees caused the damage.

*Action: the Clerk*

**Letter to Suffolk Police Commissioner** – there has been no reply to our letter regarding match funding of PCSOs.

**Broken drain** – originally was in Elmswell Road but was then swapped with Old Stowmarket Road. The Old Stowmarket drain has now been repaired but there are still issues in Elmswell Road. The Clerk will contact SCC. *Action: the Clerk*

**Bury Road footway** – SCC advised that the wish to clear the footway to its full width and monitored. An order has been placed for it to be skirted and overhanging hedging cut back.

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

Mr & Mrs Ward regarding issues of HGV's using Mill Lane and recent damage caused. They have suggested making Mill Lane to The Street on way and WPC supports this suggestion. The Clerk was asked to contact SCC and request an urgent site meeting within 7 days to discuss this. A letter will be sent to our MEP to request legislation across Europe that HGV's must use lorry SAT NAV only.

*Action: the Clerk*

Resident regarding metal fencing around area of land in Masons Lane. The Clerk will write to the landowner requesting they remove it. *Action: the Clerk*

SALC financial update and subscription fees for 2016/17 will be £694.66. Tower Mint Ltd commemorative medal for Queens's 90<sup>th</sup> birthday, Cllrs do not wish to purchase.

**The following items have been circulated to Cllrs:** SCC temporary road closure Heath Road and The Green 15-19 February carriageway repairs, Rest Centre Theory Course March/April, Join the Fight weekly bulletin 19 February, Suffolk Year of Walking Ideas May 2016-May 2017, help required to develop outdoor activities project, Employer Liaison meeting slide and draft copy of New Administration Strategy Document, Suffolk Record Office fund raising gala 19 March.

**Babergh/MSDC** Spring Clean Mid Suffolk, planning applications transition to CIL charging, introducing the new Infrastructure Team responsible for planning obligations (CIL and S106), planning applications with S106 agreements to be determined before CIL charging starts. **Community Action Suffolk** Communicate, Collaborate, Celebrate conference 4 March, news 10 & 24 February. **Public Sector Executive** news 8, 11, 18, 22, 25, 29 March 3 & 7 March. **SALC** annual training programme 2016/17, Smaller Authorities Audit Appointments - second communication, SCC Highways Matters edition 3, information booklet of membership services, Legal Briefing L05-15 thresholds for contracts, funding available for community green space projects, new and revised 2016 Good Councillor Guide, Mellis PC green laning, Mid Suffolk South area meeting 17 March, bees in allotments, The First World War Memorial Programme, Warmer Homes Healthy People, auto-enrolment pension advise note, LAIS 1386 National Living Wage, LAIS 1387 Apprenticeships. **Suffolk Police** Mid Suffolk South Neighbourhood Watch newsletter 10 & 24 February. **Jo Churchill MP** Clean for the Queen 4-6 March. **Rural Services Network** Rural Opportunities Bulletin, news digest 8, 15, 22, 29 February, Rural Vulnerability Service – rural transport and broadband February, Spotlight on young people. **Highways England** delayed roadworks A14 junction 47A. **Create pr** Suffolk Walking Festival 2016. **LCPAS** Public Nuisance course slides.

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

**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 – support.

**0691/16** Erection of cartlodge/garage building. High Trees, Drinkstone Road – support.

**4474/15** Infill of existing verandah, single storey rear extension, reduction of existing dormer window width and added pitch roof over, replacement windows. High Trees, Drinkstone Road. MSDC decision – permission granted.

**0116/16** Erection of 2 storey side extension following demolition of existing garage and link). High Trees, Drinkstone Road. MSDC decision – permission granted.

**0128/16** Re-pollard Lime Tree. High Trees, Drinkstone Road. MSDC no objection.

**4412/15** Erection of Post Office projecting sign to right hand side of the store front elevation. Co-op, The Street. MSDC decision – permission granted.

**0594/16** Replacement windows, insertion of rooflight, removal of internal wall, conversion of bedroom into bathroom, insertion of door. Granmore, The Street. MSDC – permission not required.

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

The following payment was ratified £246.12 Gipping Press February/March Diary. The following accounts were approved and cheques issued Mr K Harknett £52.00 litter picking February, Anglian Water £4.64 allotments 8/8/15-11/2/16, Information Commissioner £35.00 Data Protection registration renewal, Vertas £313.99 playing field grass cutting January-March, Suffolk County Council £254.87 monthly pension payment. The following items were paid by standing order Mrs O Johnson £192.00 February salary, Mrs P Fuller £673.73 February salary, Eon £31.49 quarterly bill Pump light.

#### **8. To discuss pension enrolment and take any action.**

Mrs Parker and the Clerk have explored various options and recommend NEST (National Employment Savings Trust) as the most suitable provider. The Clerk will remain in the LGA pension scheme. The recommendation was accepted and WPC will be registered with NEST.

*Action: Mrs Parker/the Clerk*

#### **9. To consider making a claim to Suffolk County Council for the cost of repairs to the fence at Lady's Well and take any necessary action.**

As the fence was damaged by SCC trees on the verge, it was unanimously agreed to submit a claim for the cost of repairs.

*Action: the Clerk*

#### **10. Neighbourhood Plan update – To approve an application to Mid Suffolk District Council to designate the Neighbourhood Area.**

Cllrs unanimously agreed to make an application. MSDC will arrange to advertise within the parish and with neighbouring parishes.

*Action: Mr Guylor*

20 people are prepared to be on the NP Steering Group which has to consist of varying groups of the parish and will aim to be a representative as possible. There is a meeting 10 March to set up the Steering Group and names of members will be ratified at the next meeting. The Steering Group will appoint the Chair and Vice-Chair.

#### **11. To approve grass cutting costs for 2016/17 and take any necessary action.**

Vertas Ltd contract values of £1110.27 for the playing field and £704.40 for the sports field were accepted.

#### **12. To approve the Clerk's updated contract and take any necessary action.**

The contract was unanimously approved.

#### **13 To consider a request from Mid Suffolk Citizens Advice Bureau for financial support and take any necessary action.**

It was proposed, seconded and unanimously carried to make a grant of £400.00. It was noted that 85 residents have been helped in the first 9 months of 2015.

**14. To consider a request from Sir Robert Gardiner Almshouse Trust for a grant towards the cost of replacement windows and doors to the rear of the almshouses and take any necessary action.**

As a grant has been received from elsewhere, this request has been withdrawn.

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

All plots have now been taken, with one further resident on the waiting list. The wardens advise that most plots are in reasonable order, with 2 being given another month before letters are sent out. One plot has been burning rubbish outside the perimeter fence and will be asked to desist. *Action: the Clerk*

**16. To receive a report from the Litter Picker.** Nothing to report.

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

The recent quiz was very successful making in the region of £2500.00.

**18. Date and time of the next Parish Council meeting – Monday 4 April 2016 at 7.30 p.m. in Woolpit Institute.** Noted.

The meeting closed at 9.10 p.m.

Signed.....

Dated.....