

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

Present: Mr Guyler (Chairman), Mrs Cook, Mr Wheatley, Mr Hardiman, Mrs Parker, Mr Melvin and 4 members of the public.

Public comment: Mr Mawhood asked if plans and further information was going to be given to residents regarding Street Farm development by Hopkins Homes. Mr Guyler advised that we have no further information to give but the Clerk will contact Hopkins homes to see if there is any information available for the public domain. Mr Guyler advised that where the new house adjacent to Clear View has been built, the owner has widened the old footpath with mortar that is breaking up and is a trip hazard. County Cllr Storey will take up with SCC Highways. District Cllr Storey advised that plans for moving to Endeavour House are progressing and proposals to set up satellite offices in both districts will begin. Devolution continues to be debated and the latest proposals will be discussed 21 November. Arthur Charvonia has been appointed as the new Chief Executive and will take up his new role in the New Year. The new shared legal service commenced operation 1 November.

County Cllr Storey advised that the Cabinet meeting 15 November will discuss implementation of the Apprentice Reform Programme for SCC, 2016/17 Forecast Review and Capital Spending and Suffolk Safeguarding Adults Board Annual Report 2015/16. SCC will debate the latest Devolution Deal 23 November. SCC in partnership with BBC Radio Suffolk has launched a new road safety campaign this autumn 'Be Safe and Seen in Suffolk'. 12,000 reflector badges have been given to primary school children. The campaign is to promote exercise, walking and physical activity amongst young people. SCC Road Safety Team and Public Health Team have invested £9,550 into the campaign. Suffolk Records Office project 'Preserving Suffolk Digital Assets' is a finalist in The National Archives Awards 2016.

1 **Apologies for absence** were received from Mr Howard, Mr Jones and Mr Lomax.

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

3. **To approve minutes of the meetings 3 October 2016.**

The minutes were approved and signed.

4. **Clerk's Report**

Fly tipping at the bottle bank area – is being investigated by MSDC.

Environmental permit Aggmax Ltd consultation – a response was sent that all vehicles must turn left from the site to join the A14 at the Tot Hill interchange and that the road needs to be cleaned of detritus. It is noted that lorries are using Wood Road and Heath Road and Cllr Storey would take this up with the working group.

SALC AGM – Monday 14 November 7pm.

Mid Suffolk CAB AGM – Wednesday 16 November 1pm.

SALC Awards survey – it was agreed that the Chairman and Clerk would complete.

Mill Lane hedge – the Clerk has spoken again to Suffolk Society advising that the hedge needs cutting to allow residents to walk along the footway.

Steeles Road to The Grange footpath – hedge will be cut by the landowner.

Faulty defibrillators – some makes have been found to be faulty. Ours has been checked and is made by a different manufacturer.

SLCC Cemetery & Churchyard survey – it was agreed that the Chairman and Clerk will complete.

Changes to SCC Highways team – the team will be disbanded next year and the variety of issues they deal with will be split up into various teams within the highways department.

MSDC Parish Liaison meeting – will now be on Thursday 10 November, 10am at Horham and 6pm Needham Market.

New litter bin near The Plough – it was agreed to have a metal pole.

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

Greenfingers Landscaping ground maintenance advice. **Jo Churchill MP** Older Persons information fair 11 November. **CCLA** revision of income distribution policy of the COIF Charities Investment Fund. **The following items have been circulated to Cllrs** : **MSDC** Halloween posters, CIL Neighbourhood payments October, proposed change in the rules for a referendum for Parish & Town Councils, Suffolk Climate Change Partnership Community Advisor flyer, faulty defibrillators, Babergh & Mid Suffolk select preferred candidate of joint Chief Executive, electoral register 2016/17, old ordnance survey maps (1926). **SCC** Community Emergency Plan newsletter September, Bury Road/The Street resurfacing completion 12 October, winter preparedness workshop 16 November, upcoming workshops and village hall information 16 November. **SALC** Newsletter of the Year and Website of the Year 2016, AGM invitation 14 November, SALC Awards survey, precept consultation, new course – Action Plans & Business Plans, warning of telephone scam, Annual Report 2015/16, SCC Highways Matters edition 9, response to Local Government Settlement consultation, message to Parishioners – NHS Health Checks, Have your say on new Highways Maintenance operational plan, AGM agenda and nominations to SALC board. **Suffolk Police** rural premises targeted, shop robbery advice. **Suffolk Society** Suffolk View autumn 2016. Community Action Suffolk news 5, 19 October 2 November, training courses for the rest of 2016, Annual Review 2015/16. **Neighbourhood Plan Steering Group** October newsletter. **Lovall** footpath closure Roman Fields/Steeles Road. **West Suffolk College** November employer's newsletter. **Suffolk Year of Walking** autumn update. **Rural Services Network** Rural Opportunities bulletin, RSN seminar – Rural Economies, news digest 10, 18, 24, 31 October 7 November, Rural Vulnerability Service – rural transport & rural broadband October, Rural Housing spotlight, RSN Seminar – grants and funding. **Jane Storey** Trading Standards news 4 November, rogue traders in Rickingham. **Public Sector Executive** news 10 & 13 October. **Charity Commission news** summer 2016, autumn 2016. **LCPAS** Health & Safety for Parish & Town Councils course. **Mid Suffolk CAB** AGM invitation 16 November. **SLCC** Cemetery and Churchyard survey.

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

4079/16 Erection of dwelling. Land adjacent to Jumbana, Masons Lane – support.
3922/16 Change of use of existing residential annexe to dwelling. Street House, The Street – object. Condition of 0946/11 states when no longer required as an annexe, shall only be used for purposes incidental to or ancillary to main principal dwelling, detrimental to setting of Listed Building and privacy & amenity of principal dwelling, safe access and egress to principal dwelling unsatisfactory, inadequate space for parking and turning of within the curtilage of the principal dwelling. This could set an unacceptable precedent for other Listed Buildings in the District.
3516/16 Erection of first floor side extension. 55 Briar Hill – support.
3570/16 Retention of existing close boarded fence. Erection of amended fence line at 1.58m high (Following partial removal of existing fence) Eastview, Mill Lane. Going to committee 9 November.

7. To approve accounts for payment.

Mr K Harknett £57.60 litter picking October, Vertas £544.40 playing field & sports field grass cutting July-September, Mr T Howard £108.00 reimbursement for NP flyer advertising public event 12 November, Gipping Press £246.12 October/November Diary, Woolpit Institute £416.00 office rent November-January, Suffolk County Council £232.02 pension payment, Laura Bayly £60.00 Millennium Garden maintenance October. The following items were paid by standing order Mrs O Johnson £192.00 October salary, Mrs P Fuller £683.94 October salary.

8. To consider a request from the Institute Committee that the Parish Council pay for the War Memorial to be refurbished and take any necessary action.

County Cllr Storey has a sum of money left in her Locality Budget this year and would be willing to consider a grant to cover this. Woolpit Institute will be asked to contact Cllr Storey.

Action: the Clerk

9. To consider a grant to Woolpit Recreation Ground Committee for hedging and tree work around the recreation ground for 2017 & 2018 and take any necessary action.

After discussion it was agreed to increase the grant to £400.00 per annum for 2017-2019 inclusive, on production of the invoice that the work has been carried out.

Action: the Clerk

10. To accept the recommendation of the working group of the appointment of Street Sweeper, agree contract of employment and agree the purchase of relevant equipment.

Mr Guyler, Mr Lomax and the Clerk interviewed the suitable applicant and the recommendation that Val Mayhew is employed as Street Sweeper was unanimously accepted. The wording of the contract was agreed and will be issued for signature. It was also agreed to purchase current equipment of a wheelbarrow, shovel and broom from Mrs Johnson at a cost of £25.00. A letter of thanks and bouquet of flowers will be sent to Mrs Johnson for her work over the last 31 years.

Action: the Clerk

11. To consider quotes for tree work at the Millennium Garden and take any necessary action.

As only one quote has been received, this was carried forward to the December meeting.

12. To receive a report on the meeting with New Hall Properties regarding development of land north of Old Stowmarket Road.

A drawing has been left with the Parish Council showing 80 dwellings but keeping clear of land frontage to Lady's Well following discussions with English Heritage. There will be access to the site from Old Stowmarket Road. There are no plans for a public exhibition for this development.

13. To discuss mobile signal availability within the parish to provide feedback to Jo Churchill MP.

A survey has now been drafted by Jo Churchill's office and the Clerk was asked to request this for vetting before putting a link in Woolpit Diary.

Action: the Clerk

14. To discuss a Health and Safety course for the Clerk and take any necessary action.

It was agreed that the Clerk should attend the LCPAS course 24 November at a cost of £25.00.

Action: the Clerk

15. To consider the consultation on Highways Maintenance Plan and take any necessary action.

It was agreed that the Clerk will complete this.

Action: the Clerk

16. To consider the retirement of Val & Trevor Howling from The Bull and take any necessary action.

A letter of thanks for their service to the community and a bouquet of flowers will be sent close to their retirement date.

Action: the Clerk

17. To receive an update on the Neighbourhood Plan.

There is to be a public exhibition 12 November of the work done to date and more information has been added to the website.

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

5 plots so far have been given up. There is nobody currently on the waiting list and an advertisement will be included in the Diary. Plots 13a and 14a will be offered to the lady with a disabled client in Woolpit for ease of access. *Action: the Clerk*

19. To receive a report from the Litter Picker.

There still appears to be issues concerning the lack of picking by Costcutter which is part of their licence. A letter will be sent reminding them of their responsibilities. *Action: the Clerk*

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

The next meeting is due to be held 14 November.

21. Date and time of the next Parish Council meeting – Monday 5 December 2016 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.26 p.m.

Signed.....

Dated.....