

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

Present: Mr Guyler (Chairman), Mr Howard, Mr Jones, Mrs Cook, Mr Lomax, Mr Hardiman, Mr Melvin, Mrs Parker, Mr Wheatley and 2 members of the public.

Public comment: Gates and seats in the Steeles Road garden still are not in situ. This continues to be an issue Flagship/Persimmon.
The 2 new LED street light units in Steeles Road and Green Road still have not been connected and the old ones removed.
The street light installed by Flagship still has not been connected.
With the redevelopment of the unity housing and the two new roads installed consideration needs to be made regarding Steeles Road street name signs, adding leading to...

1. Election of Chairman.

Mr Guyler was proposed, seconded and unanimously elected.

2. Election of Vice-Chairman.

Mr Melvin was proposed, seconded and elected.

Both signed Declaration of Acceptance of Office forms which were witnessed by the Clerk.

3. Apologies for absence. There were none.

4. To appoint Parish Council Representatives to other bodies.

Institute Committee – Mr Guyler.

Woolpit Village Hall and Playing Field Committee – Mr Hardiman.

SALC – Mr Guyler.

Tree/footpath Warden – Mrs Hardiman.

Pump Garden – Mrs Grant.

Public Transport Liaison Officer – Mrs Fuller.

School Liaison – Mrs Cook.

Woolpit Charity Lands – Mr Parker, Mrs Moss and Dr Cockayne.

St Mary's Building Trust – Mr Guyler.

Millennium Garden – Mrs Cook.

Allotment Wardens – Mrs Parker and Mrs Cook.

5. To review the effectiveness of council's internal audit and systems of financial control including insurance and risk assessment.

Cllrs reviewed the current internal audit and control procedures and are satisfied that they comply with regulations and are suitable for the PC's financial levels.

6. To approve minutes of the meetings 4 April, 25 April and 5 May 2016.

The minutes were approved and signed.

7. Clerk's Report

Fly tipping - along Tostock Road has been removed.

Additional tree work – to the limes tree on the verge at the junction of Drinkstone Road and Green Road is having further work carried out to remove dead wood. This has been agreed by MSDC.

Neighbourhood Plan Area – MSDC has confirmed the designated area which follows the parish boundary for the Plan.

100th birthday – a resident will be celebrating their 100th birthday in June and it was agreed to mark the occasion with a visit from the Chairman with a card and flowers on the day and to invite to tea and cake celebration for the Queen's 90th birthday on 12 June.

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

SALC QA Level 2 Award in Emergency First Aid at Work 16 June, Cllrs do not wish to attend. **MSDC** Town & Parish Liaison meeting 9 June Mr Melvin and Mrs Lomax may attend. **Mid Suffolk CAB** thanks for grant. **East of England Co-op** has advised it will make a donation towards the cost of the new street light outside the building in The Street. **Woolpit Cricket Club** are looking to erect signs in Rectory Lane to remind users of the club and field to drive with care and attention and would like to erect one of the signs on the fence around the bottle bank. However this is in need of repair. The Clerk was asked to get quotes for repairs then this matter will be discussed further. **LCPAS** new course on Highways Mr Howard and Mr Wheatley to attend **The following items have been circulated to Cllrs : Rural Services Network** Rural Opportunities bulletin, news digest 11, 25 April 3 & 16 May, Rural Vulnerability Service – rural broadband & fuel poverty April rural transport May, rural housing spotlight, rural conference 2016. **SALC** Introduction to Safeguarding Vulnerable People/Groups, response to planning consultation, government refusal of petition to give Parish Council right to appeal to planning decisions, Sheepwatch UK, information about a scam donation request, LAIS1389 Governance & Accountability Guide 2016, Transparency Fund 2016/17, SCC launch event for new Connecting Communities Transport Services. **MSDC** CIL charging has now started in Babergh & Mid Suffolk Districts, Town & Parish Liaison meeting 9 June, Town & Parish newsletter May. **SCC** Mill Lane HGV issue replacement signs, Rest Centre training, Suffolk Year of Walking update April, request for flood information, Temporary Traffic Order Steeles Road 27 May for carriage repairs & associated work, flood insurance, changing opening hours at Suffolk HWRC press release, CIL Guidance for Town & Parish Councils, Suffolk Fire & Rescue Service Integrated Risk Management Plan, Fostering & Adoption Campaign. **Aonenterprise** insurance for councils. **Mrs Wortley** copy letter to MSDC regarding development in villages. **Tarby Davenport** attractions at Weird & Wonderful Wood 2016. **Community Action Suffolk** newsletter 7, 20 April 4, 9 May. **Public Sector Executive** news 7, 11, 18, 21 April 5, 9, 16 May. **Suffolk Police** SNT newsletters April & May, Suffolk NW AGM 15 April. **Anglian Water** help us reduce pollution in your parish. **Groundwork & Tesco** Bags of Help funding for community green space projects. **Suffolk Preservation Society** Suffolk View Spring 2016. **Wetherden PC** A14 concrete surface update. **Suffolk Society** Heritage Training Day 14 June. **Copies of comments to MSDC** on Old Stowmarket Road development -12. **Copies of comments to MSDC** on Green Road development – 8.

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

0611/16 Retention of external and internal alterations as specified in Design, Access and Heritage Statement. Lawn Farm, Warren Lane – Cllrs do not feel they have the expertise to comment on this application.

1636/16 Outline planning permission with all matters reserved except for access for the construction of up to 120 dwellings; the construction of a car park to be associated with Woolpit Health Centre, vehicular access to the site and individual accesses to five self-build plots and associated open space. Land south of Old Stowmarket Road.

Mrs Parker declared a prejudicial interest, signed the interest book and left the meeting at 8.07 p.m.

Mr Guyler read out the email received from MSDC regarding our comments sent regarding this application following our meeting 5 May advising that a mini roundabout is not part of the scheme and lies beyond the control of the application. Cllrs therefore need to reconsider their response. Cllrs feel with this additional information they will have to object to the proposals and felt that having had consultation with Pigeon, the developer could have included a roundabout in the development document and that they had ignored our comments on road safety

improvements. Mr Guyler has redrafted our response as an objection with the same reasons as previously stated.

The meeting adjourned at 8.15 p.m.

Mr Butler-Finbow, Pigeon Planning Director advised the application does include junction improvements but how they have done this may not be to WPC's satisfaction and Pigeon are happy to investigate a roundabout with WPC & SCC.

The meeting reconvened at 8.29 p.m.

Mr Guyler read the proposed revised response to MSDC and with a few minor amendments this was approved. WPC response is object with the following reasons follows:

1. Effective Traffic management has not been provided at the junction of Heath Road, Old Stowmarket Road, Church Street and Elmswell Road. A mini roundabout is required at this location.

There are already substantial delays in accessing Heath Road/Elmswell Road from both Church Street and Old Stowmarket Road. Pigeon's assessment of vehicular usage at the junction at morning peak (8-9am) is 906 and evening peak (5-6pm) is 852. This number of vehicles will cause congestion without traffic priority. In addition, the figures are incorrect and low as they do not take into account the additional vehicles created by school traffic using the new Health Centre car park. The mini roundabout should be constructed before any site works commence. Contrary to Policies T3, T4 and NPPF.

2. Safe cycling and pedestrian crossing facilities have not been incorporated into the changes at the above junction.

Contrary to policies H13, Cor6 and NPPF.

3. Segregated cycle tracks have not been provided both outside and within the site. Heath Road is a designated lorry and bus route and is unsafe for cycling at the present time. It will be even more so with the additional vehicles the development will create.

The applicant quotes from DM21, one of the primary policies of the draft New Babergh and Mid Suffolk Joint Local Plan, which states:

"All developments should benefit from/enhance accessibility for sustainable modes of transport, by giving priority to pedestrian, cycling and public transport access to ensure they are safe, convenient and attractive, and linked to existing networks. Proposals for development shall, where appropriate, incorporate satisfactory and appropriate provision for:

- (i) Pedestrians, including disabled persons and those with impaired mobility;
- (ii) Cyclists, including routes, secure car parking and changing facilities where appropriate;
- (iii) Public transport and means that reduce dependency on private vehicles;

Linkages to networks as appropriate including the development of new pedestrian and cycle paths.

Much mention is made in the applicant's Design and Access Statement of provision for cyclists but there is actually none in the proposal. Pigeon's Planning Design and Access Statement 3.11 states 'There is no formal cycle provision made within the immediate vicinity of the application site, however, given its character and location, it is considered reasonable that the local roads could be used safely by cyclists.'

Contrary to Policies H13, Cor6 and NPPF.

In addition, Councillors have the following concerns:

4. Legal pedestrian and cycle access through the Health Centre grounds should be confirmed.

5. There is only one access road into the development site. There should be a secondary emergency access.

6. MSDC should ask SCC Highways to consider a 20 mph speed limit from the Heath Road/Old Stowmarket Road/Church Street/Elmswell Road crossroads along Heath Road to the south side of the school site.

Mrs Parker rejoined the meeting at 8.33 p.m,

4415/15 Listed Building consent Erection of projecting sign with steel fixing plate and hanging bracket to be installed on front elevation. Co-op, The Street. MSDC decision - permission granted.

0691/16 Erection of cartlodge/garage building. High Trees, Drinkstone Road. MSDC decision – permission granted.

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. MSDC decision – permission granted.

1163/16 Erection of new dwelling and removal of Cherry tree. Site adjacent to The Rectory, Church Street. MSDC decision – permission granted.

1550/16 Erection of two storey side extension. Mistral, White Elm Road. MSDC decision – permission refused. By reason of size and design over dominates the existing dwelling, doesn't maintain or enhance the surrounding and is out of character to the appearance of the locality, proximity, combined two storey and rearward projection is detrimental to the amenity and privacy of neighbouring properties.

10. To approve accounts for payment.

The following items were ratified: Gipping Press £266.18 April/May Diary, Urban Forestry £840.00 pollard veteran Beech tree at Lady's Well, Green Ice Ltd (A1Trees) £636.00 tree work playing field, Mrs F D Mawhood £56.00 reimbursement of costs of meetings setting up WNPSG, Suffolk County Council £229.72 pension payment April. The following accounts were approved and cheques issued Mr K Harknett £54.80 litter picking April, Laura Bayly £40.00 Millennium Garden April, LCPAS £25.00 highways course 27 May Mr T Howard, St Mary's Church PCC £27.00 use of Church for meeting 5 May, Anglian Water £24.83 allotments water 12/2/16-10/5/16, SALC £695.38 subscription 2016/17, Suffolk County Council £229.72 pension payment May. The following items were paid by standing order Mrs O Johnson £192.00 salary April and Mrs P Fuller £673.72 salary April.

11. To consider a quote for a new street light outside the Co-op and take any necessary action.

It was agreed that a 5m column with a Stella 18 LED unit would be less intrusive. This would bring the total cost to £1376.68. 2 objections have been received. Mr Guyler has spoken to the occupants of the property directly beside the column and they are support the proposal. The Clerk will check whether planning permission will be required.
Action: the Clerk

12. To consider joining Suffolk Preservation Society and take any necessary action.

SPS has experience and can help with grant applications for the Neighbourhood Plan. Cllrs unanimously agreed to join SPS at a cost of £30.00 per annum.

Action: the Clerk

13. Neighbourhood Plan update including to discuss funds available to the NPSG for immediate use and take any necessary action.

Mr Howard advised that the NP area has been defined and NPSG can start putting a NP forward. The NPSG has a meeting 23 May and the first pop-up stall event will take place at the weekend. £5,000.00 has been precepted towards the NP and it was agreed that an initial £1,000.00 is made available to the group.

Mr Melvin questioned if the NPSG can express an opinion on applications that have come forward. This will be investigated. *Action: Mr Howard*

14. To consider a Community Energy project and take any necessary action.

This came from the NPSG who are looking into funds for a feasibility survey. Mr Guyler has completed a pre application for which there is no cost. If we get a grant a report is received and then this can be taken further and a decision made.

15. To discuss the response from Suffolk County Council to our claim for reimbursement for the cost of fence repairs at Lady's Well and take any necessary action.

SCC has advised that after investigations and taking into account the age of the fence it is willing to contribute 50% towards the cost of the fencing works on a without prejudice basis and make no comment as to liability on this matter. Cllrs agreed to accept this offer. *Action: the Clerk*

16. To discuss the condition of the layby in Tostock Road and take any necessary action.

The entrance here is legal access to the graveyard at Woolpit Room. Half of Earth Field Lane is the responsibility of Woolpit Room and half SCC Highways. Mrs Cook will discuss the issue with Mr R Baker and see if he would be willing to open up the area and clear. *Action: Mrs Cook*

17. To discuss the issues of litter along the A14 slip road and take any necessary action.

It is felt that some of this litter emanates from the Car Boot site. The Clerk will contact Mr C Smith acting for landowners to see if they would be prepared to carry out occasional litter picks. *Action: the Clerk*

18. To discuss the replacement HGV signs in Mill Lane and take any necessary action.

There has been a meeting to discuss the issue and SCC has suggested 2 new signs to be erected on Heath Road showing unsuitable for heavy good vehicles with a picture of a lorry with a red line through it and directional arrows underneath; these will be paid for from County Cllr Storey's budget. Some Cllrs feel that this will be more confusing and will be misunderstood and send HGV's down Mill Lane. A vote was taken and with 2 votes in favour of the signs and 7 against, the Clerk was asked to contact SCC to see if there is other signage that can be used such as 'no access' *Action: the Clerk*

19. To discuss the Neighbourhood Watch Scheme and take any necessary action.

Mr Hardiman attend the NW Association AGM and was disappointed to find that all funding from the Police Authority has ceased. NW Schemes will be run by volunteers and donations. Mr Hardiman suggested that WPC make a contribution to Suffolk NW Association but he was asked to find out more information as Cllrs would prefer to fund the Woolpit Scheme. *Action: Mr Hardiman*

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

3 plot holders need letter requesting immediate weed control and an indication as to when they are going to cultivate the plot. 2 plot holders need to clear the access walkway as items they have placed there constitutes a trip hazard. The area cleared earlier in the year needs to have weed treatment and the area by the fence needs cutting. Mr Parker has offered to do this but there would be a cost of approx. £200.00 for chemicals and fuel. Following this work a decision needs to be made of how to use the area to keep it in good order. Cllrs agreed that the weeds need killing and WPC would cover the cost. The Clerk was asked to contact Mr J Wiley for an update on the ride-on mower repairs. *Action: Mrs Parker/the Clerk*

21. To receive a report from the Litter Picker.

Reported issues have been dealt with in items 16 & 17.

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

The AGM has been held and a new Chairman, Vice-Chairman and Treasurer have been appointed. A meeting of the Committee is taking place tonight.

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

The meeting closed at 9.34 p.m.

Signed.....

Dated.....