

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
4 DECEMBER 2017 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler (Chairman), Mrs Jenkins, Mrs Cook, Mr Wheatley, Dr Geake, Mr Hardiman, Mr Howard and 3 members of the public.

**Public comment:** Mrs Macaulay attended the SCC school transport workshop on behalf of WPC. Three options have been put forward which are: change nothing, allow children in situ to get free transport but new children will be charged, change to charging straight away. SCC figures and calculations do not include administration costs if charging is introduced so it is felt savings will be significantly lower than SCC is stating. It is likely that there will be public consultation on this matter following the Cabinet meeting 5 December.

Mr Wheatley asked Cllrs to consider changing the copy date for Woolpit Diary to 5<sup>th</sup> of the months to allow distributors more time to deliver before the end of the month. This will be an agenda item at the January meeting.

Mrs Parker advised that the Emergency Plan Review has taken place and there have been a few changes to phone numbers and the database has been removed. County Cllr Storey's report advised that proposal for the budget 2018/19 have been published with an option of increasing council tax by 1.99%. 6 motions will be debated at the Council meeting 7 December including Suffolk Annual Public Health Report 2017 the Annual Property Report and Asset Management Plan, Amendments to the County Council's constitution and the appointment of a County Returning Officer. Winter gritting has taken place several times this year, gritter drivers are mobilised when temperatures fall to 1C.

District Cllr Storey's report advised that Council meetings are now held at Endeavour House. Implementation of Universal Credit in Mid Suffolk has been put back to April 2018. This means that Universal Credit and the Homelessness Act will be implemented at the same time. There are 55 empty properties in MSDC, 6 are temporary accommodation for homeless families, 6 are unlettable properties in Elmswell and 1 is the caretaker's bungalow in Needham Market 42 properties are currently in the process of repairing and re-letting. Consultation on the Babergh and Mid Suffolk Joint Local Plan closed on 10<sup>th</sup> November. There was considerable interest in the consultation and MSDC is pleased that a significant number of comments have been received.

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

**2. To receive declarations of interest.**

Mr Guyler declared a prejudicial interest in planning applications 17/05760 Lawnswood, Warren Lane as a friend of the applicant. He duly signed the interest book.

**3. To approve minutes of the meetings 31 October and 6 November 2017.**

Both sets of minutes were approved and signed.

**4. Planning – to consider current applications and receive MSDC decisions.**

**17/05492** Erection of detached 3 bay garage with a store above and farrier's shelter. Meadow Barn, Green Road – support with comment a condition of permission should be that the garage should remain ancillary to the main dwelling.

**17/04953** Erection of 2 B1 commercial buildings for use by Suffolk Lowland Search and Rescue. Site next to The Stag Café, A14 slip road – object, 2 large warehouse buildings in the countryside, no guarantee will not be used in future for industrial purposes, no direct link to A14.

**17/04954** Erection of single storey extension. The Stag Café. A14 slip road – object no direct link to A14 causing traffic issues for Elmswell, Woolpit and Haughley New Street.

**17/05710** Insertion of new windows and repairs to torching. Abbey Cottage, The Green – support.

Mr Guyler left the meeting at 8.03 p.m.

**17/05760** Erection of one and a half storey extension. Lawnswood, Warren Lane – support.

Mr Guyler rejoined the meeting at 8.05 p.m.

**17/05881** Erection of single storey rear extension. 7 Lanecroft – support.

**17/04769** Erection of 2 bay cartlodge. White House, The Street. MSDC decision – permission granted.

**17/04949** Erection of 2 storey side extension and conversion of garage to additional living accommodation. 1 Horsefair. MSDC decision – permission granted.

**17/04751** Erection of 1.5 storey 3 bedroom dwelling and attached garage. Land adjacent to Jumbana, Masons Lane. MSDC decision – permission refused. Overdevelopment of the site resulting in unacceptable loss of attractive space between dwellings and detracts from setting of the Church, character and appearance of the Conservation Area.

**17/03855** Erection of 1 two storey dwelling, ancillary detached outbuilding and new vehicular access. Land north of Melbury, Green Lane. MSDC decision – permission granted.

**17/05037** TPOMS342 – Selectively remove lower secondary branches growing closest to property and overhead lines. Remove any dead, dying or dangerous wood. Thistledown House, Borley Green. MSDC decision – consent granted.

**EN/17/00059** Virginia Cottage, Masons Lane. Hedge appears to have been removed however this is not development and not protected by legislation. Windows are not sufficiently different or poor in their details to warrant a request for planning permission.

Hopkins Homes has advised that the leaflet drop of new plans for the development land off Bury Road will take place in January.

## 5. Clerk's Report

**Small Authorities Audit Appointment** – external auditor for accounts 2017/18 to 2021/22 will be PKF Littlejohn LLP.

**General Data Protection Regulations** – the Clerk attended a briefing which advised that Clerks and Councillors cannot be Data Protection Officer due to a conflict of interest. There is much further information to come out of this regulation but it is clear that it will involve some cost to parish councils.

**Dog bin emptying Meadowlands** – the operative has been driving over amenity land and has been asked to stop doing so.

**Millennium Garden brick cleaning** – two further quotes need to be obtained.

**CCTV camera on playingfield** – the Police has advised that we need to check with the Information Commissioners.

**Woolpit Diary** – the new editor has done a very good job with her first issue.

**Councillor vacancy** – two residents have expressed an interest and asked for further information.

**Community orchard at allotment site** – three residents have shown an interest.

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

Resident regarding parking on pavement along by the Pump Garden. This will be forwarded to the Police. Suffolk Tree Warden network will be given Mrs Hardiman's contact details. **The following items have been circulated to Cllrs: Rural**

**Services Network** news digest 13, 20, 27 November & 4 December, Spotlight on Rural Health, Rural Vulnerability Service – fuel poverty, rural transport and rural broadband November. **MSDC** Upgrade of Parish Register of Interests solution, Community Housing Fund meeting 6 December, Mid Suffolk South Area meeting 30 November. **SALC** General Data Protection Reform Briefing, vacancies at SALC, new

Data Protection Legislation – update, weekly information bulletin 6 & 20 November, Suffolk Preservation Design Training, Appointment for SALC Board. **SCC LEADER** rural business development grants. **Community Action Suffolk** news 15 & 29 November. Public Sector Executive news 13 November. **Sudbury Town Council** planning training in Sudbury 23 November. **Jane Storey** information on weather and freezing rain. **Lesley Canham Parliament Office** chasing Royal Mail regarding missing post box The Green. Copy email to Jo Churchill MP regarding provision of broadband at Borley Green.

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

Mr K Harknett £53.53 litter picking November, Mrs P Fuller £197.33 expenses July-September, SALC £13.20 GDPR briefing 9 November, Mrs P Branham £90.00 edit Woolpit Diary, SLCC £147.00 annual subscription 2018, ALCC £30.00 annual subscription 2018, Gipping Press £272.88 December/January Diary, Suffolk County Council £240.66 pension payment. All accounts were approved and cheques issued. Payments by standing order V Mayhew £151.53 November salary, P Fuller £730.36 November salary.

**8. To consider new bank account/s following notification that the Bank of Ireland is to close our Treasurer's account and take any necessary action.**

Carried forward.

**9. To receive an update on the recent destruction by arson of the youth shelter, consider a replacement and take any necessary action.**

The remains of the shelter have been demolished and we are awaiting a quote for a replacement from Quality Equipment.

**10. To discuss Christmas street lighting programme and take any necessary action.**

It was agreed to have lights on all night Christmas Eve into Christmas Day and New Year's Eve into New Year's Day. The Clerk will arrange with SCC. *Action: the Clerk*

**11. To consider a request for a grant from Headway Suffolk and take any necessary action.**

After discussion it was proposed, seconded and carried to send a grant of £200.00.

**12. To consider increasing the insurance values for items covered under our policy and take any necessary action.**

It was agreed to amend All Risks section to make street light brackets £10,000, change the number of street light columns to 28 but keep the figure at £24,000. All other items would remain unchanged. The Clerk was asked to check that the office contents are registered at Woolpit Institute and add an additional cover of £600.00 for when the computer is at the Clerk's home. *Action: the Clerk*

**13. To receive an update on the Neighbourhood Plan**

Draft housing policies have been formulated. The questionnaire has been analysed and an exhibition of this will take place 3 February 2018. The contract for the Landscape Sensitivity Study has been placed.

**14. To receive a report on the allotments including ideas to encourage further tenants and take any necessary action.**

The wardens have visited the site and found the whole area disappointing. We need to look at ideas of how to rejuvenate the area. Mrs Jenkins has produced a flyer that could be printed in the Diary. This will be circulated to Cllrs and made an agenda item for the next meeting. *Action: the Clerk*

**15. To receive a report from the Litter Picker.**

Costcutter has engaged a new litter picker. Mr Hardiman will continue to monitor the situation.

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

The committee has met with Playdale to discuss surfaces and equipment for the play area keeping toddlers at one end and graduating to older children at the other. The possibility of a zip-wire has been well received. Plans should be received shortly. The committee is looking to improve the WIFI system and is awaiting quotes. The Roger Eburne room is completed so far. A quote is still awaited for a suspended ceiling. Some regular hirers have been lost but the new website is up and running so it is hoped this will attract further bookings.

**17. Date and time of the next Parish Council meeting – Monday 15 January 2018 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.25 p.m.

Signed.....

Dated.....