

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY
5 NOVEMBER 2018 AT 7.30 P.M. IN WOOLPIT INSTITUTE

Present: Mr Guyler (Chairman), Mr Wheatley, Mrs Cook, Mr Hardiman, Mr Howard, Mrs Drury, Dr Geake and 6 members of the public.

Public comment: a resident commented on the wonderful display of poppies on the outside of Woolpit Institute around the War Memorial. Mrs Cook and her team were thanked for this; it had been a great community effort with over 110 people involved. Sarah Mansell, currently MSDC Ward Member for Elmswell, introduced herself as due to the recent boundary changes she is likely to stand for re-election in the Elmswell and Woolpit Ward.

Mr Hardiman advised that he has spoken to Mr G Baker regarding the youth shelter. It is having a felt roof put on which is causing the delay.

Concerns were expressed regarding the litter being left by the bin men when they empty bins into the lorry. The Clerk will write to MSDC.

The road sweeping lorry has been in Steeles Road but does not clear the side roads even when there are no vehicles parked in them. The Clerk will contact MSDC.

District Cllr Storey reported that parishes have received the autumn allocation of CIL funds. A full statement can be found on MSDC website. A recent Planning

Committee deferred a decision on the Rockylls Hall, Shelland application until a site visit has been carried out. Philip Isbell has been successfully appointed to the Acting Chief Planning Officer role to help bolster the planning functions. The Planning agenda is a high priority for many residents and MSDC are currently in challenging times given the volume of planning applications, the work to deliver a new Joint Local Plan and the implications of the new NPPF. The cabinet at MSDC have been clear that they are committed to resourcing planning appropriately and the Councillor for Planning, Cllr Glen Horn, has said that teams should continue to reflect on the capacity required to deliver the work ahead. MSDC is again offering locality awards to local organisations for projects in the wards. An additional Council meeting is to take place on 24th January 2019 to present the draft Joint Local Plan to members. The Mill Lane one way has now happened. It is a legal order – which means that the police can prosecute anyone going the wrong way. The white lines have also been extended south from the give way lines at the pump triangle and north from Model Cottage to just in front of Green Hill.

Cllr Storey has persistently contacted MSDC regarding the garden area off Steeles Road and it seems likely there is action to be taken. The planting as it exists is quite high maintenance and therefore the Public Realm team have identified work which will make the ongoing maintenance easier and more cost effective but hopefully enhance the area so that residents feel it is a place they would like to visit.

County Cllr Storey advised that the Broomhill Lane Footpath steps have been repaired. On 8 October 2018, Suffolk County Council launched its annual budget consultation. The consultation closes 16th November 2018. You are being asked to

give your views on the services provided by the council as it faces the challenge of making savings of £25 million in 2019/2020. Suffolk County Council is calling for family carers to share their experiences of support by completing a survey by 22 November 2018. All answers will be used anonymously. Many people assume all roadworks are by Suffolk County Council Highways, which is not always the case. Whilst the County Council has been working hard to repair potholes and do the enhanced surface dressing programme, if the road is being dug up then it's probably one of the utility companies. To establish who is responsible use the www.roadworks.org website. Some Locality funds are still available for projects.

Mr Guyler has requested a public meeting with Glen Horn, MSDC Portfolio Holder for Planning.

Cllr Storey will contact Highways England regarding the pothole on the flyover.

1. **Apologies for absence** were received from Mrs Jenkins.

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

Mr Howard declared a prejudicial interest in item 21 as he lives beside the car park and duly signed the interest book.

3. **To approve minutes of the meetings 1 and 16 October 2018.**

Both sets of minutes were approved and signed.

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

18/04611 Conversion of garage into annex accommodation. Brookfield, Heath Road – support with the condition to be used ancillary to main dwelling.

18/03564 & 18/03565 Erection of a single storey extension to annex building.

Demolition of lean to. Mill Farm, Mill Lane. MSDC decision – permission granted.

18/04160 Notification of works to trees in a Conservation Area reduce Walnut tree by 1/3. Green Hill, The Street. MSDC decision – no objection.

18/03756 Erection of rear conservatory. 21 Wrights Way. MSDC decision – permission granted.

18/04342 Notification of works to trees protected by TPO MS196/W1 fell one Scots Pine. 5 Horsefair. MSDC decision – no objection.

Concerns were expressed regarding part of Footpath 2 near the current construction of Lawn Park Business Centre. The Clerk was asked to contact Tim Baker to ask if temporary closure or diversion has been arranged with SCC. *Action: the Clerk*

5. **Clerk's Report**

Diary Distribution Manager – an offer has been received to take over this role and Mr Guyler and Mr Wheatley have a meeting with the volunteer on 7 November.

Parish Liaison meeting 9 October – Mr Guyler has circulated a report on the meeting.

Locality Funding – grants should be forthcoming from MSDC for £556.98 towards the cost of new dog bins and £1770.00 towards the replacement youth shelter.

Grass cutting – Parkers Pitches has confirmed the bottle bank area is being cut.

CIL Payments - £3001.50 has been received for appl 1163/16 site adjacent to The Rectory, Church Street.

G39 replacements – SCC will carry out a survey and will then follow with the necessary quotation.

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

Rom Com has contacted the Clerk with options to take over our telephone contract.

It was proposed, seconded and carried that we remain with BT. **E-on** contract for the Pump Light ends 2 December 2018. It was unanimously agreed to continue for a further three year contract. **MSDC** Community Housing Enabling Officer would like to attend a meeting to talk about Community-Led housing. Cllrs feel this is more appropriate at a NP Steering Group meeting. The Clerk will forward to Mr Mawhood.

Resident with concerns regarding the bus stops outside and opposite Costcutters and reduction in the timetable of services. This will be considered further at the December meeting.

The following items have been circulated to Cllrs: **SCC** Mill Lane and The Street roadworks October, Rest Centre theory training 1 November, consultation Suffolk minerals and waste local plan - appropriate assessment. **MSDC**

dog and litter bin charges 2019/20, Community Led Housing, Parish election estimated costs, draft home strategy and homelessness reduction strategy 2019-

2024 open for consultation. **SALC** e-bulletin 5, 15 October, 5 November, AGM 6 November + documentation, finance training 24 November, Community Organising training 24 November, Suffolk webchat with Chief Constable and Suffolk PCC, membership subscription 2019/20, Older Persons Fair 30 November. **Charity**

Commission news October. **NALC** newsletter 17 & 31 October. Spring Conference 2019. **UK Power Networks** roadshows 5-8 November. **Mid Suffolk CAB** invitation

to AGM 2 November. **Rural Services Network** Rural Bulletin 2, 9, 16, 23, 30 October, Rural Funding Digest October edition. **Suffolk Preservation Society** Suffolk view Autumn. **Community Action Suffolk** news 5 October, Suffolk Village Halls and Community Buildings conference 7 November, Learning Lunch 15 November. **Suffolk Police** Stowmarket SNT newsletter October, PCC update October. **Bruno Peek** final participants letter WW1 Centenary – A Nation's Tribute. **LCPAS** undertaking effective consultations 21 November, Neighbourhood planning 19 November. **Gipping Press** invitation to plant trees. Copy letters regarding development Bury Road 27, Rockylls Hall 2, copy letter Glen Horn MSDC Planning 4, Copy letters to Jo Churchill MP 3, copy letter to MSDC CEO regarding Jumbana, copy resident letter to MSDC planning road changes Green Road, copy letter to Co-op thanks for providing pizza to Play Area Project Group meeting.

7. To approve accounts for payment.

HM Revenue & Customs £347.82 Tax and N/I July-September and Glasdon UK Ltd £47.16 clamp kit & tool bit for dog bin were unanimously ratified. Mr K Harknett £71.58 litter picking October, Gipping press £530.76 June/July and October/November Diary, GeoXphere Ltd £120.00 Parish online subscription, Suffolk County Council £245.47 pension payment, Laura Bayly £40.00 Millennium Garden and Woolpit PCC £30.00 use of Church for PC meeting 16 October. Payments made by Standing Order/Direct Debit V Mayhew £167.53 October salary, P Fuller £748.04 October salary, BT £199.84 quarterly bill 12/7/18-11/10/18. All accounts were approved and cheques issued.

8. To receive an update on the Neighbourhood Plan.

The site allocation report has recently been received and is being considered by the Steering Group. The SG is awaiting the number of new houses required in Woolpit from MSDC.

9. To consider a request by the Recreation Ground Committee that Woolpit Parish Council covers maintenance of the grass and fences in and around the children's play area and take any necessary action.

No response to our email 6 September 2018 has been received.

10. To discuss WWI commemoration events 11 November 2018, discuss whether to pay for refreshments in the church after the evening event and take any necessary action.

It was unanimously agreed to pay for refreshments. Mr Guylar will produce a programme of events.

Action: Mr Guylar

11. To discuss the purchase of a Neighbourhood Watch Scheme sign for Saffron Close and take any necessary action.

It was agreed to purchase the sign at a cost of £20.55 + VAT.

12. To discuss a request for Woolpit Cricket Club that Woolpit Parish Council purchase a cabinet for a defibrillator to be erected on the outside wall of the pavilion and take any necessary action.

After discussion it was proposed, seconded not to purchase a cabinet.

13. To suggest three/four road names for the new business development at Lawn Farm and take any necessary action.

It was agreed to put forward Lawn Farm Road, Tyrell Close and Barnes Close.

14. To discuss the purchase of Arnold Baker 11th edition and take any necessary action.

It was agreed to purchase a copy at a cost of £103.99. The Clerk will contact Onehouse PC to see if they are willing to share the cost.

Action: the Clerk.

15. To consider producing a Parish Infrastructure Investment Plan for CIL payments and take any necessary action.

We are holding a total of £4074.00. Once a year on 1 April we are required to produce a CIL report of what has been received the previous financial year. It may be more appropriate to produce a PIIP then. It was proposed to defer this until April.

16. To consider storage of the ride-on mower and take any necessary action.

Mr Hardiman has advised the mower does not fit the lock up and other options have been exhausted. This was carried forward to the next meeting for a report on the condition and value.

17. To discuss the co-option of a Councillor to fill the casual vacancy and take any necessary action.

The period for applications has finished and there have been two applications. It was agreed that Mr Guyler, Mrs Cook and Mr Howard would have a meeting with both individually and bring a recommendation to the next meeting. *Action: JG, MC, TH.*

18. To receive a report on the allotments, discuss a community orchard and take any necessary action.

One tenant whose tenancy was terminated has asked for another chance having had difficult personal circumstances recently and they have now started to get the plot into a good state. This was agreed. Mr Howard will discuss with Mr Peart if he is willing to lead the Community Orchard project to fruition. Once this is decided further tenancies renewals can be completed. *Action: Mr Howard.*

19. To receive a report from the Litter Picker. Nothing to report.

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

There is a meeting 7 November.

Mr Howard left the meeting at 8.58 p.m.

21. To consider installing CCTV cameras in the car park and play area as an extension to the Village Hall scheme and take any necessary action.

Mr Hardiman has been able to check with the supplier that the quote of £838.33 + VAT still stands + £100.00 for installing the camera in the car park. The Village Hall Committee will need to register with the Information Commissioner. The Clerk was asked to see if there were any grants available for the purchase of the camera.

Action: the Clerk

Mr Howard rejoined the meeting at 9.05 p.m.

22. Date and time of the next Parish Council meeting – Monday 3 December 2018 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.06 p.m.

Signed.....

Dated.....