

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY  
2 DECEMBER 2019 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler (Chairman), Mrs Moore, Mr Wheatley, Mrs Jenkins, Mr Hardiman, Dr Geake, Mrs Ewans, Mr Howard and 5 members of the public.

**Public comment:** A report of “cash for crash” incident along The Heath, a tree chopped down in a private garden. Both should be reported to the Police. The Swan is up for sale advertising it could be for residential use.

**County Councillor’s report.** The annual White Ribbon Campaign to stop domestic Violence runs from 25 November until 10 December 2019. An app that teaches asthmatic children to use their inhalers properly is being promoted across the county after being developed by a Suffolk company. Parking fines will be the same across the whole of Suffolk from early next year, when stronger enforcement is set to take place. The long-delayed transfer of civil parking enforcement from police to local authorities is expected to take place from the end of January in Suffolk. Four heroes of D-Day were among the inspirational winners at this year’s Stars of Suffolk Awards held on 7 November 2019. During the November Remembrance period, the Suffolk Armed Forces Community Wellbeing Group raised awareness of veterans’ wellbeing. On 4 November, the group looking into the implementation of the new school travel policy outlined the scope of their review. This may well lead to further work on changes to the implementation of the current School Travel Policy, or to elements of the Policy itself to ensure it operates more efficiently. Cllr Storey was asked to confirm the current timings of streetlighting.

**District Councillors report.** Due to the General Election being called for Thursday 12 December, all MSDC Council and Cabinet meetings will be cancelled, as will Overview and Scrutiny Committee meetings. Next meetings will be in January. The Suffolk Coast Recreational Disturbance and Habitat Strategy was adopted by Cabinet at the beginning of November. The strategy is a means by which new residential growth can be delivered, alongside the protection of Suffolk’s coastal, estuarine and heathland European wildlife sites, which is a legal requirement for all councils. Mid Suffolk CAB recently held their AGM. During the last year they addressed nearly 10,000 issues and helped 3,400 clients. So far their client numbers are up 17% on last year. The parish precept forms have been sent out to all parishes across the district. The MSDC draft budget for both HRA and general fund will now be discussed at the January cabinet meeting, before going to Full Council in February. Officers are currently working through the submissions made to the Preferred Options (Regulation 18) Consultation of the draft Joint Local Plan. All submissions can be viewed on the MSDC website. The timescale for further steps in the process to adoption of a Joint Local Plan have not yet been confirmed. MSDC offer grants of between £1,000 to £5,000 to anyone who needs adaptations to their home due to disability or long term health condition. All developers pay a community infrastructure levy (CIL). Larger developments also have to draw up a legal agreement (S106) for funding affordable housing, highway improvements, etc. As an example for an average sized 4 bedroomed house the CIL amounts to about £35k. 15% of this goes directly to the parish council (25% once the neighbourhood plan is adopted) and the remainder (apart from some admin charges) is retained by MSDC and infrastructure providers have to bid for funding. Details of all moneys collected from developers is now publicly available on a website <http://pfm.exacom.co.uk/midsuffolkbabergh/index.php>. It is good to see this information provided openly and transparently.

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

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

3. **To approve minutes of the meeting 4 November 2019**  
The minutes were approved and signed.

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

**19/05196** First submission of details application (for approval of reserved matters) for outline planning permission 1636/16 amended by Section 96a permission 18/03517. Layout, scale, appearance and landscaping to be considered for the erection of 115 dwellings. Land South of Old Stowmarket Road – support.

**19/05297 & 19/05324LB** Erection of single storey lean to side extension (following demolition of existing). Sunnyridge Cottage, Rags Lane – support.

**19/04481** Erection of building for indoor cricket nets facility and creation of car park. Woolpit Cricket Club, Rectory Lane. MSDC decision – permission granted.

**18/04280** erection of single detached dwelling and annex and garaging with access off Green Road. Planning Inspector decision – appeal dismissed due to the detrimental effect on nearby Listed Buildings.

**19/02339** Hybrid Application - Full Planning Application for conversion of cart lodge to residential dwelling and Outline Planning Application (some matters reserved) – Erection of 3no. dwellings and details for access and layout (following demolition of storage buildings). Lawn Farm Warren Lane – gone to appeal.

#### 5. **Clerk's Report**

**Green Road mitigation scheme** – John-Pateman-Gee has no update on this. A response to our letter dated 23 July 2019 to Arthur Charvonia MDSC CEO has been received advising of MSDC's position.

**Locality Fund application** – this is on hold until after the general election.

**Strimmers** – Jamie Wiley has repaired one strimmer and has taken the second strimmer in lieu of payment of all repair costs and not just labour as advised at the November meeting.

**Streetlighting** – SCC has advised that the three columns in Mill Close will be replaced in January. There is no update of the G39 replacements timescale.

**Bank mandate changes** – have been confirmed by Barclays Bank and all Cllrs can sign cheques other than Mrs Ewans as councillor responsible for internal audit.

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

**SCC** part night lights to be left on all night Christmas Eve into Christmas morning and New Year's Eve into New Year's Day. Cllrs agreed to have the parish lights the same. **SCC** pension fund employer contribution will be 24% 2020/21 and 23% for two years 2021/2023. Resident regarding safety of dead tree along The Heath towards Borley Green, This will be looked at. **The following items have been circulated to Cllrs: Rural Services Network** Funding Digest November, Rural Bulletin election special, 19 & 26 November. **SALC** The Local Councillor November Autumn edition, Mid Suffolk Area Forum 3 December, review from SALC conference 16 November Shaping Suffolk, Constitution draft- adoption at SALC AGM 26 November, e-bulletin 22 November. **MSDC** Tree for Life scheme, Suffolk fly tipping campaign, Christmas waste collection calendar, 11 confirmations of our representations to the Joint Local Plan consultation. **East Suffolk & North Essex NHS Foundation Trust** looking at ways of working together. **Suffolkonboard** bus timetable updates. Copy of letter to MSDC regarding tree removal land south of Old Stowmarket Road development.

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

Mr K Harknett £62.40 litter picking November, Mrs P Fuller £136.64 expenses and Neighbourhood Plan July-September, Mrs P Branham £110.52 edit December/January Diary, Laura Bayly £66.00 Millennium Garden October, suffolk.cloud £350.00 new website costs, Landmark Rabbit Control £4171.20 half cost of allotment fencing, SLCC £161.00 annual subscription 2020, ALCC £40.00 annual subscription 2020, Suffolk County Council £278.14 pension payment, Proludic Ltd £81,898.95 new play equipment. All accounts were approved and cheques issued. Payments by Standing Order/Direct Debit Mrs P Fuller November

salary, Mr R Balk £175.33 November salary, e-on £21.01 pump light 30/8/19-14/11/19.

**8. To receive a monthly financial report.**

The Community Account balance at the end of November is £162,849.16 unreconciled as the bank statement has not yet been received.

**9. To receive an update on the VE commemorations 8 May 2020.**

Cllrs decided there should be a street party followed by lighting of the beacon and fireworks. A road closure application needs to be submitted. *Action: the Clerk*  
Mr Howard will arrange the fireworks and Tea Cups will be asked if they would like to be involved with arranging the street party. It was agreed to form a working group of Mrs Ewans, Mrs Jenkins, Mr Howard and possibly Mr Aldis to take this matter forward. Advance notice will need to be in February/March Diary with full publicity in the April/May Diary.

**10. To consider the purchase of litter bins for the new play area and take any necessary action.**

Mr Hardiman is to find out where the original bins from the fencing are as these were provided by WPC before taking further action. *Action: Mr Hardiman*

**11. To consider a request for parking restriction opposite the entrance to White House, The Street and take any necessary action.**

Councillors feel unable to support this as it could set a precedent throughout the village. *Action: the Clerk*

**12. To consider a 20mph speed limit through the village and take any necessary action.**

This will be considered with other highways projects from the NP once it has been approved.

**13. To consider policies that Woolpit Parish Council should have in place and take any necessary action.**

After a few minor amendments, the Safeguarding Policy, Complaints Procedure, Data Protection Policy, Health and Safety Policy, Lone Worker Policy and Equality and Diversity Policy were adopted.

**14. To consider issues of traffic travelling the wrong way through the one-way area near the pump in The Street and take any necessary action**

Dr Geake will refer to MSDC PCSOs so action can be taken. *Action: Dr Geake*

**15. To consider if all councillors and the Clerk should be DBS checked and take any necessary action.**

Cllrs feel this is unnecessary at this time.

**16. To consider a Parish Council Representative for Woolpit Poor's Land Trust and take any necessary action.**

Due to a resignation WPC needs to find a representative to sit on the Woolpit Poor's Land Trust for a period of three years. Suggested names have been given to the Clerk. *Action: the Clerk*

**17. To consider items for the 2020/21 budget.**

VE75th Commemoration, streetlighting replacement (looking to replace the remaining 11 concrete columns and have LED lanterns fitted) and a speed reduction scheme were items put forward for consideration at the precept meeting in January.

**18. To receive a report on the allotments including an update of rabbit proof fencing.**

The contractor has commenced work to replace the fencing for plots 1-16. All renewals have been sent out; it is likely that 3 plots will remain vacant with nobody on the waiting list.

**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.**

The opening of the new play equipment will take place on Friday 6 December at 10.30 am. The Village Hall Committee is looking to make improvements to the toilet area but no contractors have submitted quotes. Individual and group bookings remain good.

**21. Date and time of the next Parish Council meeting – Monday 6 January 2020 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.53 p.m.

Signed.....

Dated.....