

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY 4 MARCH 2018 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler (Chairman), Mrs Jenkins, Mrs Drury, Mr Hardiman, Mrs Ewans, Mr Howard, Dr Geake and 7 members of the public.

**Public comment:** Mr Brain, Woolpit Nurseries brought examples of pots which could be used around the centre of the village for floral displays.

Two residents objecting to the extension of opening hours at the Co-op.

Mr Hardiman asked that as we have no speaker for the APM that Denise Mawhood is asked to say something regarding the new play equipment project and advertise this in the hope that additional members of the public will attend the meeting. This was agreed.

The road closure of The Street resulted in the bus stop at the Pump area being suspended with no advertisement to this effect. This had resulted in much confusion for travellers as they had to use the stop at the Business Park near Windmill Avenue. There had also been an occasion where a wheelchair user had not been allowed to use the bus as there was no disabled access.

County Cllr Storey advised that SCC has announced a consultation on the Ipswich northern relief road. The 2019/20 budget has been approved. Recognising the unrelenting rise in demand and the complexity of support required by vulnerable children and adults in Suffolk, SCC is significantly increasing spending in these two top priority areas which will account for 75% of the total spend in 2019/2020. Suffolk County Council is implementing changes to its School Travel Policy from September 2019. The Council has already written to all schools and Town and Parish Councils with information about the policy changes and how they may affect families in their area. Suffolk Fire and Rescue Service is asking the public for views on how it manages the risks it faces across the county, as well as five different areas of its work, from how it responds to automatic fire alarms, to firefighters' shift patterns. On 11<sup>th</sup> February it was reported that Citizens Advice in Suffolk will no longer see any difference in their funding for 2019/20. This is due to collaboration between Suffolk County Council, NHS Ipswich and East Suffolk Clinical Commissioning Group and NHS West Suffolk Clinical Commissioning Group.

Cllr Storey advised regarding the recent article in the local press regarding a new school in Woolpit. There will be a new school in Woolpit if enough housing is built to warrant it being built. However, there is no proposal to do so at the moment as with current planning applications the children can be accommodated in an extension to the current school.

Following a complaint from a resident about Broomhill Lane's condition and the amount of traffic, Cllr Storey has walked the lane and taken photographs of the hatching/potholes and the faded signs for HGV prohibition at Drinkstone Road end. SCC has advised that it will look at replacing the signs and the road will be inspected for repairs at the end of March.

District Cllr Storey advised the two applications for 94 new homes at the former Mid Suffolk District Council Offices at 131 High Street and 41 new homes at the site of the former Needham Market Middle School have been approved. There will be 38% affordable housing across both sites, either for affordable rent or under affordable home ownership schemes. The plans also include a retail unit on Hurstlea Road, at the former council offices car park, and a new library in a converted Victorian building on the Middle School site. Listed building consent was also gained to convert the Grade II listed building at 131 High Street itself into flats while retaining its key historic features. Mid Suffolk and Babergh's Exacom database – which gives the public access to figures for developer contributions towards infrastructure all the way back to 1974 – has been nominated for the Royal Town Planning Institute's (RTPI) Awards for Planning Excellence. Babergh and Mid Suffolk District Council leaders are supporting the demands of the Rural Service Network for central government to recognise the needs of rural communities and develop a Rural Strategy.

Cllr Storey advised that she has discussed the issues of additional houses at Grassy Lane with the Head of Planning and as applications are sent in individually they cannot be looked at as one development. The latest applications are likely to go to committee in April.

A resident advised that the ditch on the roadside of Warren Lane needs to be dug out and gullies maintained. Cllr Storey will investigate this matter.

**1. Apologies for absence** were received from Mr Wheatley and Mrs Cook.

**2. To receive declarations of interest**

Mr Howard declared a prejudicial interest in planning application 19/00763 as the applicant and duly signed the interest book.

**3. To approve minutes of the meeting 28 January 2019**

The minutes were approved and signed.

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

**19/00225** Outline application (all matters reserved) Erection of 1 dwelling. Corern, Rattlesden Road – after a vote the application was supported by 4 votes to 3.

**19/00550** Erection of a B1 commercial building for use in association with new Suffolk Lowland Search and Rescue Base. Stag Café site, A14 slip road – support.

**19/00606** Erection of single storey rear extension, erection of front porch and cladding to front and rear elevations. 31 Mitre Close – support.

**19/00681** Listed Building consent Residential conversion and extension to existing curtilage listed buildings in conjunction with appl 18/05357. Swan Inn, The Street – object. The proposal will alter the character of the yard to the detriment of the Swan Inn. The inn will be separated from its historic setting and the subsequent subdivision of ownership will compound this loss.

**19/00647** Application under Section 73 of the Town and Country Planning Act – variation of Condition 2 (list of approved drawings) 14, 18, 19 21, 22 (Prior to occupation and other stage conditions) of permission 2116/16 allowed under appeal APP/W3520/W/18/31949261 to allow minor design amendments. Land off Green Road – Cllrs have no comments to make.

Mr Howard left the meeting at 8.36 p.m.

**19/00763** Work on tree in Conservation Area. Fell 1 Ash. Churchgate House, The Street – support.

Mr Howard rejoined the meeting at 8.38 p.m.

**19/00968** Erection of single storey rear extension, new front porch and application of render. 1 Steeles Road – support.

**18/05368** Application under Section 73 of the Town and Country Planning Act reference 5069/16 without compliance to condition 2 (listing of approved plans and documents) to allow construction of a roof over courtyard and construction of a space to form treatment and administration space – amend drawing list to included external ventilation ducts. Woolpit Health Centre, Heath Road. MSDC decision – permission granted.

**18/05357** Full Planning Application change of use and extension to redundant storage and holiday accommodation to 3 open market houses. Swan Inn, The Street. MSDC decision – permission granted.

**18/05520** Outline application (access to be considered) Erection of 1 dwelling. Land adjacent to Bonny Cottage, Sharpes Row. MSDC decision – permission refused. It would extend the built form without forming a logical natural extension of the existing cluster resulting in development that is not integrated to the cluster or have a positive contribution to social cohesion or the character of the local area. It is considered that

the proposal would be overly intrusive into the existing open, undeveloped character of the landscape.

**18/04454** Erection of 3 dwellings, parking and new vehicular access. Southlands, Old Stowmarket Road. MSDC decision – permission granted.

**18/18/00721** Erection of 45 no. dwellings and creation of new vehicular access, open space and associated infrastructure (amended application to previously withdrawn DC/17/02767). | Land on the South Side of Rags Lane. MSDC decision – permission refused. Lack of pedestrian connectivity to local services and unacceptable highway safety outcome by way of increased potential for vehicle and pedestrian conflict in Rags Lane and Drinkstone Road.

**18/04280** Erection of 1no. dwelling, annexe and garaging with access off Green Road. Land to the east of Titchfield, Green Road. MSDC decision – permission refused. Proposal would change the character of the land, introducing residential use immediately to the north of a listed building, and interrupting its physical relationship with land previously associated with it, at the southern edge of the former Woolpit Green. The size and scale of the large main dwelling would not relate well to the scale of development locally. Four buildings are proposed and the extent and scale of development would be incongruous in the pattern of development locally, and would detract from the setting and significance of the listed cottage.

**5. To discuss sending a letter to MSDC regarding consultation on the design of the proposed pinch point in The Street due to the development in Green Road and take any necessary action.**

It has been indicated that this would be discussed and decided by SCC Highways and MSDC Planning. It was unanimously agreed to write to both, advising that WPC wants to be part of the consultation before any decision is made. *Action: the Clerk*

**6. Clerk's Report**

**Dog fouling** – continues to be a problem at various areas around the parish. If culprits can be identified then the Clerk will advise MSDC so that they can write to them or set up a patrol to catch them in the act.

**Internal audit** – the Clerk asked for further options to try for an internal auditor to complete the annual return. A further two names were forthcoming for her to contact.

**Elections** – MSDC have arranged for drop in appointments in local areas to accept completed nomination forms for elections 2 May 2019. Mrs Ewans volunteered to attend on 12 March and take in any completed forms.

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

**The following items have been circulated to Cllrs: Rural Services Network** Rural Bulletin 29, 31 January, 5, 12, 19, 26 February, Rural Funding Digest February.

**MSDC** Town & Parish Liaison meeting 7 March, advance notice of new CIL Bid round (no 3) opening 1 May and closing 31 May 2019, nomination process and nomination papers for parish elections 2 May 2019, County Lines members briefing. **SCC**

Suffolkonboard newsletter February, temporary closure of Footpath 2 until 27 July 2019, white lines Elmswell Road and near pump added to SCC road marking refresh list.

**UK Power Networks** invitation to Local Government Forum. **SALC** ebuletin 8 & 20 February, pre-election period information, Suffolk Design and Planning event 26 February, free digital mapping for Town & Parish Councils workshop 25 February, school travel policy changes, The Local Councillor winter edition. **Headway Suffolk** Spring fundraising events. **Mid Suffolk CAB** update on funding. **NALC** Chief Executive bulletin 6 February, **LCPAS** grants and funding 21 February. Resident asking if Woolpit holds a sale trail. Copies of 2 letters of objection sent to East Of England Co-operative regarding the extension to opening hours.

**8. To approve accounts for payment.**

Mr K Harknett £65.13 litter picking February, Suffolk County Council £245.47 pension payment February, Laura Bayly £110.00 Millennium Garden January and

February, Information Commissioner £40.00 annual registration, Woolpit Nurseries £150.00 Christmas Tree, SALC £123.60 Cllr training Mrs Ewans February, Quality Equipment £5124.00 new youth shelter, Gipping Press £177.00 Neighbourhood Plan printing. Payments made by Standing Order V Mayhew £167.53 February salary, P Fuller £748.04 February salary, E-on £29.58 pump light 9/12/18-14/2/19.

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

The Neighbourhood Plan has been completed and is out for pre-submission consultation 1 March to 19 April. Dependant on of comments received, the plan will be modified and then go to an Inspector. A summary version has been delivered to all households and businesses. Several drop-in sessions and a presentation event have been arranged.

**10. To receive an update on a bench in memory of Ian Lomax to be sited in the Steeles Road garden and take any necessary action.**

The Lomax family are to donate £1000.00 for 2 wooden benches and plaques. Any excess funds are to be used as WPC sees appropriate. Cllrs felt that this should go towards the new play equipment as Ian was Chairman of the Playing Field Committee for many years. The Clerk will contact MSDC for permission to site the benches in the Steeles Road garden.

*Action: the Clerk*

**11. To discuss the future of the ride-on mower following the for-sale advert and take any necessary action**

Two people have viewed the mower and a further person has shown interest and will view this week. It was agreed if they offer the asking price this would be accepted without coming back to council.

**12. To discuss the Clerk's hours and take any necessary action.**

The Clerk is currently contracted for 13.5 hours per week. During 2018 she has worked 831.50 and been paid for 702 hours including holiday entitlement. The difference of 129.50 hours will be paid as overtime at the current rate. With increased workload it was agreed to increase contracted to 15 per week with effect from 1 April 2019.

**13. To discuss a request from Suffolk Accident Rescue Service for a grant and take any necessary action.**

After discussion it was proposed, seconded and carried to send a grant of £500.00

**14. To discuss the changes to the opening hours at the Co-operative Store and take any necessary action.**

The E of E Co-op is proposing to open all stores until 11pm including Woolpit which currently closes at 9pm. They already have a license to trade until 11pm and the current alcohol license is 8am – 11pm but they will be looking to increase this to 6am to 11pm. This will cause issues for the staff and nearby residents. It was agreed to write to the East of England Co-operative to ask them to reconsider their decision.

*Action: the Clerk*

**15. To discuss flowers around the village centre and take any necessary action.**

Mrs Jenkins has spoken to homes and businesses around the triangle and all are prepared to water and pay a contribution towards pots. A few already have their own pots and these will be planted to match new pots. Woolpit Nurseries have offered to donate the plants and compost for summer and winter planting. It was agreed that a self-watering two tier tub will be appropriate for the centre of the pump garden at a cost of £315 + VAT. With pots costing £26 + VAT each it was proposed, seconded and carried that a maximum of £1000.00 be put aside for this project. Mrs Jenkins will get a firm number of pots required for the next meeting.

*Action: Mrs Jenkins*

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

The tenant of Plot 19 has given up the tenancy and this is to be taken over by the tenant of 21 which will then become vacant. The Clerk will send out the necessary documentation.

*Action: the Clerk*

Plots 20 and 22 are in poor condition but the rents have been paid for the year. Plot 3 is vacant and we have nobody on the waiting list. A manure pile has appeared outside of the fence near plots 12 and 13 and will be monitored to see that it is removed in the appropriate timescale.

Mr Howard has tried to contact Mr Peart regarding the orchard project but has not as yet received a reply.

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

Nothing to report.

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

A meeting is to be held next week. The plaque in memory of Ian Lomax has been sited in the Village Hall foyer.

**19. To receive a report from the Footpath/Tree Warden.**

Paths are all walkable but despite new dog litter bins being provided, dog fouling remains an issue.

**20. Date and time of the next Parish Council meeting – Monday 1 April 2019 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.42 p.m.

Signed.....

Dated.....