

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON TUESDAY  
14 MAY 2019 AT 7.30 P.M. IN WOOLPIT INSTITUTE

**Present:** Mr Guyler, Mr Howard, Mrs Jenkins, Dr Geake, Mr Aldis, Mr Hardiman, Mr Wheatley, Mrs Ewans and 2 members of the public.

**1. Election of Chairman.**

Mr Guyler was proposed, seconded and unanimously elected.

**2. Election of Vice-Chairman.**

Mr Howard was proposed, seconded and unanimously elected.

All Councillors completed Declaration of Acceptance of Office forms following the recent election. These were witnessed by the Clerk.

**Public comment:** Mr Guyler welcomed Mrs Mansell and Dr Geake as the recently elected District Cllrs for the newly created Elmswell and Woolpit Ward and Mr Aldis as a new Parish Councillor.

Mr Hardiman advised that 2 bicycles have been stolen from a property in Mill Lane which has been reported to the Police.

Grange Footpath from Steeles Road is overgrown and Angus Wainwright will be asked to scythe it.

Dr Geake advised that Sustrans has funding from Highways England and some may be used to fund the Elmswell to Woolpit cycle path. A meeting is to be held shortly to discuss the route and will be reported back to WPC at the next meeting.

District Cllrs report – following last week’s election the make-up of MSDC has changed and no party has overall control. Discussions between the group leaders are underway and it is hoped it will be possible to form a rainbow cabinet. The new council is due to meet on 20 May when the new leader, chair and cabinet will be elected. A new rapid electric vehicle charging point has been installed in Needham Lake as part of Highways England initiative across East Anglia. The EXACOM database showing all developer contributions has been shortlisted for a Public Sector award. The Draft Local Plan is due to be discussed at the June Council meeting. County Cllrs report – Suffolk Walking Festival 2019 launched on 11 May. It has been announced that the Suffolk stage of 2019 OVO Energy Women’s Tour will take place on 10 June, commencing in Beccles at 10.30 a.m. and finishing on Ipswich Road in Stowmarket at the expected time of between 2.30pm and 3.10pm. Over 98.6% of children were offered a place at one of their parents’ preferred primary schools for this year. On Thursday 2<sup>nd</sup> May Cllr Storey and Nicola Beach, the Chief Executive of Suffolk County Council, had a tour of the Thedwastre North division. They went from Woolpit to Elmswell and Cllr Store highlighted the traffic problems and new housing. SCC AGM will be held on 23 May. This year there does not appear to be a challenge to the Leader so it will hopefully be a quiet meeting. It will be a chance to hear the vision for the next year from the Leader of the council and the response from the Opposition Leaders.

**3. Apologies for absence** were received from County Cllr Storey.

**4. To appoint Parish Council Representatives to other bodies.**

Institute Committee – Mr Guyler.

Woolpit Village Hall and Playing Field Committees – Mr Hardiman.

SALC – Mr Guyler.

Tree/footpath Warden – Mrs Hardiman.

Pump Garden – Mrs Jenkins.

Public Transport Liaison Officer – Mrs Fuller.

School Liaison – Dr Geake.

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

St Mary’s Church Building Trust – Mr Guyler.

Millennium Garden – Mrs Jenkins.

Allotment Wardens – Mrs Jenkins and Mr Wheatley.

**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 they are adequate. Mrs Ewans was appointed to carry out internal audits and to put forward any changes that she feels are necessary.

**6. To receive declarations of interest**

Mr Howard declared a prejudicial interest in item 13.

**7. To approve minutes of the meetings 1 and 23 April 2019.**

Both sets of minutes were approved and signed.

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

**19/02110** Erection of double garage, conversion of existing garage to additional living accommodation. New access; erection of rear conservatory (following demolition of existing conservatory). Resubmission of application 19/00035. 21 Briar Hill – support.

**19/00968** Erection of 1 dwelling, Corern, Rattlesden Road has gone to appeal.

**19/01749** Discharge of conditions for appl 17/03582 condition 7 (surface water drainage), Land off Green Road. MSDC decision – satisfied.

**19/01674** Erection of part single, part two storey side/rear extension, addition of first floor front window to match existing, 15 Meadowlands. MSDC decision – permission granted.

Dr Geake left the meeting at 8.12 p.m.

**9. Clerk's Report**

**Register of Interest Forms** – all Cllrs will be required to complete new forms following the recent election.

**Bank Mandate changes** – full names as per forms of identification to be used need to be passed to the Clerk to submit to the bank for them to raise the necessary forms.

**Street Sweeper** – Val Mayhew has resigned with effect from 30 June and an advert has been included in the June/July Diary.

**Councillor Vacancy** – an item has been included in the June/July Diary.

**Steeles Road garden** – permission has been received from MSDC for the benches and gate gas hinges. Orders for both have been placed.

**New colour laser printer** – Mr Handshaw has advised that it may be worth spending more on a copier to reduce printing costs and will supply a comparison for consideration.

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

**The following items have been circulated to Cllrs: Clerks and Councils Direct**

May 2019. **Rural Services Network** The Rural Bulletin 2, 9, 16, 24, 30 April, 2 8, 14 May, Rural Funding Digest April. **MSDC** Parish statements of persons nominated and notice of uncontested election, notice of CIL payment April 2019, Enforcement acknowledgement regarding enquiries in Sharpes Row, April half yearly CIL payments to Town & Parish Councils, uncontested election queries, Third notice of new CIL bid round 1-31 May. **SARS** thanks for donation. **SALC** The Great British Spring Clean, Move Suffolk Week 18-26 May, new SALC website, e-bulletin 5, 24 April, 3, 10 May, SCC Highways grass cutting schedule 2019/20, Councillor Briefings June, training courses April 2019-March 2020, feedback required – Suffolk Constabulary Local Policing Model evaluation. **Suffolk Police** Stowmarket SNT newsletter April. **Graham & CO** upcoming work A14 junction 40-47. **Suffolk Preservation Society** Suffolk View Spring edition. **SCC** Highways Community Self Help launch, Elmswell & Woolpit road repairs May. **Suffolk NHS** bank holiday information. Resident Speedwatch addition site request Old Stowmarket Road

passed to CWS Team. Resident regarding grass cutting Steeles Road open space area liaised with MSDC to get cut.

**11. To approve accounts for payment.**

Suffolk County Council £278.14 pension payment and Jati £730.73 benches in memory of Ian Lomax were both unanimously ratified. Mr K Harknett £82.23 litter picking April, Laura Bayly £44.00 Millennium Garden April, Suffolk County Council £278.14 pension payment to be sent off 5 June were approved and cheques issued. Payments by standing order Val Mayhew £167.53 April salary and Mrs P Fuller £748.04 April salary.

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

The Pre-submission consultation has ended and the NPSG are looking at the responses and will be making modifications to the plan as necessary.

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

Mr Howard has contacted 3 mower traders for a valuation but no response has been received to date. Carry forward to the next meeting.

**14. To consider a quote from Suffolk County Council to replace G39 units and all night units with LED units and take any necessary action.**

A quote for £8954.82 + VAT has been received from SCC for the conversion of 10 units. It was proposed, seconded and carried to accept the quote and get the work carried out as soon as possible.

*Action: the Clerk*

**15. To approve a Parish CIL report for 2018/19 and take any necessary action.**

Mr Guyler has produced the report showing income of £4,075.26 and no expenditure for the year 1 April 2018 to 31 March 2019. This was approved and will be sent to MSDC and published on Woolpit website.

*Action: the Clerk*

**16. To discuss Green Road traffic speeds and take any necessary action.**

It was agreed to await the approval of the Neighbourhood Plan and proposals of traffic calming within it.

**17. To appoint Mr Hardiman as our representative for contact regarding CCTV.**

This was unanimously approved.

**18. To consider an application for Regulation 123 CIL money towards the new play equipment and take any necessary action.**

Mrs Ewans attended the play equipment meeting and it was decided to put in a question to MSDC to see if Reg 123 CIL money can be applied for towards the new play equipment. This request was rebuffed by MSDC who advised that the group should continue with the grants already discussed with the Playing Field Committee.

**19. To discuss a village Sale Trail and take any necessary action.**

It was felt this could be a fund raiser for the play equipment. This would not be something that WPC would organise. Mr Hardiman would suggest the idea to the Playing Field Committee.

**20. To consider a request from The Playing Field Committee that Woolpit Parish Council pays for the maintenance of the playing field and take any necessary action.**

A specification has been sent to Parkers Pitches for a quote which has not yet been received.

**21. To discuss the replacement of allotment gates and take any necessary action.**

See point 22 below.

**22. To receive a report on the allotments and consider how to maintain the area from Plot 23 and take any necessary action.**

Complaints have been received regarding plots not being cultivated and creating weed issues for neighbouring plots. Mrs Jenkins has produced a list of those in poor condition and it was agreed that a letter would be sent with a cut-off date for improvements or plots would be taken back by WPC. Once this has been sorted then WPC can consider the number of plots required and repairs/replacement of fencing and gates.

*Action: the Clerk*

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

Nothing to report.

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

A meeting is being held 15 May 2019.

**25. Date and time of the next Parish Council meeting – Monday 17 June 2019 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.32 p.m.

Signed.....

Dated.....