

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING TO DISCUSS  
COMMUNITY INFRASTRUCTURE LEVY (CIL) HELD ON TUESDAY 16  
SEPTEMBER 2025 AT 7.00 P.M. IN WOOLPIT INSTITUTE

**Present:** Dr Geake (Chair), Mrs Osborne-Lomax, Ms Thomas, Mrs Hammond, Mr Hardiman and Mr Guyler.

**In attendance:** Mrs Fuller, Clerk, Mrs Ewans, Deputy Clerk and 5 members of the public..

**1. Apologies for absence.** There were none.

**2. To receive declarations of interest**

Mr Guyler declared a non-pecuniary interest in item 7a as a member of the Institute Committee, Mr Hardiman Declared a non-pecuniary interest in item 7a as the caretaker of the Institute and Dr Geake declared a non-pecuniary interest in item 7b as a near resident to the village hall. They duly signed the Interest book.

**3. Public comment**

Mrs Osborne-Lomax advised that the CCTV policy has been rewritten and the Clerk will circulate a draft in the next few days. Cllrs were asked to read this as it is hoped to adopt the policy at the October meeting.

**4. To approve the minutes of the meeting 17 June 2025**

The minutes were approved and signed.

**5. To receive correspondence/communications and deal with any matters including a letter from Mid Suffolk District Council regarding a refund to a developer and take any necessary action.**

A resident has asked why parish council representatives did not attend the village hall consultation, what involvement the parish council has had and what financial contribution it will make to the village hall project. The Clerk will respond that five councillors attended the event on 5 July, that WPC is regularly meeting with the Village Hall Trustees, funds have been made available to pay the architects fees and the amount of any further grant that might be agreed tonight. *Action: the Clerk*  
MSDC has advised that part of the application for development on Bury Road has led to a recalculation of the Gross Internal Area (GIA) as some house types have been changed. This has caused an overpayment of CIL, including an amount of £6,357.85 to Woolpit PC which needs to be returned. The Parish Council can repay this amount direct to the District Council so that the amount of Neighbourhood CIL would be in line with the reduced GIA, or the amount can be recovered from any future payments of Neighbourhood CIL when the next development commences in the village. After a vote it was agreed to pay back the £6,357.85 to MSDC at the present time. *Action: the Clerk*

**6. General discussion to agree money earmarked for future projects.**

Youth projects – Ms Thomas and Miss Tomlinson are to meet with County Cllr Mellen and District Cllrs Mansel and Overett in October and hope to have some plans ready for discussion at the December WPC meeting with a view to putting some CIL funds in reserve.

## **7. To consider CIL grant requests from (for applications received before agenda sent)**

### **a)Woolpit Institute**

An application has been received for work to repair damp in the walls of several rooms. This has been caused by the use of inappropriate materials in previous repairs and now needs a specialist company to rectify the issues.

Cllrs put a few questions to Mr Hardiman about the quotes received before he and Mr Guyler left the meeting at 7.30 p.m.

After discussion Cllrs agreed to fund the full amount of £4580.00 + VAT with Heritage Decoration and Restoration.

*Action: the Clerk*

Mr Hardiman and Mr Guyler rejoined the meeting at 7.36 p.m.

Dr Geake left the meeting and Mr Guyler took the chair at 7.37 p.m.

### **b)Woolpit Village Hall Committee**

There are two applications which will be considered separately.

**Application 1** – request to fund stage 3 of the architects fees of £10,800.00 including VAT. WPC has paid for the previous 2 stages. The post consultation plans have been received and a pre-application meeting with MSDC has been arranged. It was therefore agreed to pay Stage 3 which will get the project to submission of the planning application.

**Application 2** – request for £300,000.00 towards the redevelopment of Woolpit Village Hall. It is noted that unallocated CIL held by WPC is £245,580.31. The projected full cost is £1,169,032.00. This does not include VAT. Following receipt of the application and information from the Village Hall Trustees, the Clerk had written requesting additional information. Mr Foster has replied but Cllrs feel there is still insufficient information on financial modelling, marketing strategy, details of other grants that have been applied for, overall costs and contingency/professional fees associated with the project.

There is also concern that the Village Hall Trustees wish to use the Foundation CIO for their revised charity structure rather than the ACRE model which WPC thinks is more appropriate.

Mr Guyler reiterated that Woolpit PC is not in a position to agree a grant at this stage until this further information is provided. However, WPC could earmark funds for this for the future. Mrs Osborne-Lomax asked if the earmarked funds could be for a set period of time.

Mr Guyler proposed a sum of £100,000.00 be earmarked for the Village Hall redevelopment for a period of 9 months subject to the condition that the Village Hall adopt the ACRE CIO. This was seconded by Mrs Osborne-Lomax and unanimously carried.

Dr Geake rejoined the meeting and took back the chair at 8.14 p.m.

## **8. To Consider a further bus shelter opposite Costcutter and take any necessary action.**

It was agreed to purchase a shelter with side and a timetable case from Shelter Solutions in moss green for £4,710.00 + VAT. The Clerk will apply to SCC for a street furniture license.

*Action: the Clerk*

**9. To agree the date of the next CIL meeting as Tuesday 16 December 2025.**

Noted.

**10. To consider re-consultation on planning application 25/03169 Discharge of Conditions Application for DC/24/05355 - Condition 7 (Hours of use of Illumination), Condition 8 (Out of Hours Noise Restriction), Condition 9 (Hours of Operation), Condition 13 (HGV Delivery Management Plan) and Condition 15 (Details of Waste Strategy). Plot 4, Land At Lawn Farm, Warren Lane.**

Cllrs agreed that the changes to details of waste strategy does not alter our objection and comments sent 6 August 2025.

The meeting closed at 8.26 p.m.

Signed.....approved.....

Dated.....16 December 2025.....