

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON TUESDAY 2 NOVEMBER 2021 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

**Present:** Mrs Ewans (Chair), Mr Griffin, Mr Guyler, Mr Auchincloss and Mr Howard.

**In attendance:** County Cllr Mellon (in Part), District Cllr Mansel, Mrs Fuller Parish Clerk and 3 members of the public.

**1. Apologies for absence.**

Apologies were received from Mr Hardiman, Mrs Moore, Dr Geake and Mrs Jenkins.

**2. Public comment** A resident raised concerns regarding the digging work taking place on the old allotment site in Rags Lane. Mrs Ewans advised that planning permission has been granted for reserved matters application 20/04290 for 5 dwellings. The rest of the site is to remain a conservation area. Cllr Mansell supplied the link to the MSDSC planning website documents.

**3. County & District Councillors reports.**

**District Councillors' Report.** A motion to reduce light pollution by putting policies in place to control new street lighting was passed with only one vote against. Secondly a motion to object to the Government's proposal to introduce voter photo ID requirements at polling stations was also passed. The Inspectors have paused the examination for the Joint Local Plan for 6 months. This is to allow officers to re consult and further clarify the spatial strategy and review part of the evidence base. There are some concerns about the housing allocations. The tree for life scheme for new parents has been launched. A CIL bid for over £1.5M to expand Elmswell Primary School has been approved. The rest of the costs (approx £700k) will come from S106 contributions from earlier developments. This bid is not supported by the parish council, the district and county councillors, who all think that this would produce a very crowded school for 420 pupils. There is still funding from the annual locality awards.

**County Councillor's Report.** Suffolk has been declared an "Enhanced Response Area" (ERA) due to the high Covid rates. The Directors of Public Health, and Children and Young People Services, released a statement notifying that face coverings are to be reintroduced into schools from 1 November. Suffolk County Council met for a Full Council meeting on 21 October 2021. A motion to support the Local Electricity Bill, a proposed change in the law which would allow small-scale electricity producers to sell their electricity at proportionate cost, potentially making local electricity cheaper and more reliable was unanimously passed. A motion to condemn the tactics used by the protest group Insulate Britain was passed. SCC announced their support for Sizewell C, and is taking up 'important concerns' with the Secretary of State. The Cabinet approved the new Bus Service Improvement Plan, as part of their new £50m Bus Back Better strategy – aimed at rejuvenating Suffolk's bus service, in particular isolated areas of rural Suffolk.

**4. To receive declarations of interest.**

Mr Howard declared a pecuniary interest in item 23 as owner of Churchgate House and duly signed the interest book.

**5. To approve the minutes of the meetings 5 & 19 October 2021.**

Both sets of minutes were approved and signed.

**6. Planning**

**a) to consider current applications**

**21/05498** Erection of double garage, The Drey, Borley Green this was supported at the meeting 19 October.

**21/05637** Erection of rear first floor extension and single storey link extension, conversion of garage and erection of front porch. 3 Steeles Road – support.

**21/05660** Erection of single storey side extension. 20 Mitre Close – support.

**21/05634** Erection of two storey side/rear extension and new vehicular access and drop kerb. 4 White Elm Road – support.

**21/05694** Listed Building Consent . Remove the bottom exposed section for the separating wall within the fireplace to allow for a larger log burner. Broomhill House. Broomhill Lane – no comment, leave the decision to the Heritage Officer.

**21/05461** Severance of garden and erection of 1 two storey dwelling with access drive and parking. Tamarack, The Oaks – no comment but point out the drawings show 4 bedrooms and the Planning Statement states 3 bedrooms.

**21/01132** Submission of details under Reserved Matters following Outline Approval DC/18/04247 dated 21/08/2020 Appearance, Landscaping, Layout and Scale for - Erection of up to 300 dwellings, construction of a new spine road, land for a new primary school, burial ground extension, village car park and associated infrastructure. Land off Bury Road – nothing further to add to our comments posted on MSDC planning portal 26 October.

#### **b) to receive MSDC decisions.**

**21/04885** Discharge of Conditions Application for DC/21/01008- Condition 3 (Visibility Splays) Location: Myrtle Cottage, The Green – acceptable.

**21/04865** Application under S73a for removal or variation of a condition following grant of (reserved matters) planning permission DC/20/05094. To vary Condition 3 (Approved Plans and Documents) to facilitate retention of the approved dwelling and alternative garage car port structure and materials. To substitute previously approved drawings for 5451\_PA\_06 REV D (Site Plan) and 5451\_PA\_05 REV D (Cartlodge) Plot 2 only. Land to the south of Green Road – granted.

**21/01161** Discharge of Conditions Application for DC/18/04247 - Condition 15 (Agreement of Market Housing Mix) Land off Bury Road, The Street – acceptable.

**21/05079** Application for works to trees in a Conservation Area - Crown lift by 3m and prune back lateral branches of 9no Field Maples on playing field overhanging 2 properties to balance shape. Woolpit Playing Field, The Street – no objection.

**21/03296** Planning Application. Construction of an area of hardstanding for the stationing of lorries. Erection of a single-storey modular building, external lighting, and 2m high security fence. Lawn Farm Business Centre – granted.

**21/04578** Discharge of Conditions Application for 1820/12- Condition 3 (Scheme and Timetable of Hard and Soft Landscaping) Location: Land Adjacent To, Steeles Road – acceptable.

**20/03548** Full Application for conversion of existing building into a dwelling and Outline Application (some matters reserved, access and layout to be considered) for erection of 5 no new dwellings. Land at Lawn Farm, Warren Lane – appeal dismissed. Not suitable for sustainable development, harmful effect on the setting of Lawn Farmhouse, harmful effect on the local economy through the loss of an existing employment site and requirement to provide acceptable living conditions for future occupiers of the proposed dwellings would be likely to prejudice employment generating development by reason of noise.

## **7. Clerk's Report**

**Woolpit Diary numbers** – with the occupation of the recent developments the numbers printed will be increased to 1100 with immediate effect. *Action: The Clerk*

**SCC Highways Ranger under the Self Help Scheme** – SCC can provide free training and provide protective clothing. An advert for Highways Ranger will be included in the next Woolpit Diary and a job description prepared. *Action: Mr Ewans*

**SID Borley Green** – a resident has requested to have a mobile vehicle activated speed sign at Borley Green. The Clerk will contact the Police to see if they will carry out a speed check in the area. *Action: the Clerk*

**CPR /defibrillator training** – Suffolk Accident Rescue Service has sent an expression of interest form and we need to provide three date options. The Clerk will

check availability of the upstairs room of Woolpit Institute. An item will be put in Woolpit Diary to gauge interest.

*Action: the Clerk*

**Tree work from the tree survey** – Mr Jarvis has advised this work will commence 1 December.

**Street lighting** – SCC has advised that the LED bulbs for outside the Institute and the Swan should be replaced this week along with the fitments in Rectory Lane and Bury Road. The Two columns in Briar Hill will be replaced the last week of November.

**Barclays Bank** – Barclays have returned our cheque to Proludic twice stating that it has not been signed in accordance with the mandate. The Clerk has queried this with Barclays who say it is due to an operational risk where they check any items above £50,000.00 but since they had no telephone number to contact us the cheque has been returned to beneficiary. A complaint has been submitted and a letter sent to Barclays with all cheque signatories contact numbers.

**CIL expenditure** – Mrs Ewans will draft an item for Woolpit Diary asking residents for projects that they would like CIL money to fund.

*Action: Mrs Ewans*

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

**Bacton Transport** asking WPC to promote their open day to residents. **Resident** regarding recent cutting of Heath Road hedge. This has been passed to SCC Highways to respond to. **Resident** regarding the condition of the verge by Lady's Well to allow daffodils to flourish. Cllrs feel it is unsafe to carry out work there. **The following items have been circulated to Cllrs: Rural Services Network** Funding Digest October, Rural Bulletin 12, 19, 26 October, 2 November. **SALC** Using your website as an effective communication tool, ebulletin 11, 18, 25 October, 2 November, local energy for communities event 22 October, DEFRA consultation on amendments to burial regulations. **SCC** Suffolk on board bus timetable updates, lorry route map review Suffolk. **MSDC** Active travel Plan consultation progress update, planning public access outage scheduled 25 October, Christmas and New Year waste collection schedule and 2022 calendars. **Highways England** National highways' route strategies launch online feedback tool. **Mid Suffolk CAB** consider them for a donation in precept 2022/23. **Suffolk Police** PCC consultation on new Police and Crime Plan. **SARS** letter of thanks for donation. **Forest.co.uk** free trees for planting projects. **County Cllr Mellen** emergency closure of Heath Road 6 October.

#### 9. To approve accounts for payment.

The following payment were unanimously ratified Royal British Legion £16.00 poppy wreath, HM Land Registry £4.00 search of index map, HM Land Registry £30.00 application fee to register allotment land. The following payments were approved and cheques issued Mr K Harknett £60.54 litter picking October, Suffolk County Council £302.74 pension payment, Mrs J Ewans £28.65 expenses to register allotment land, M & E Services £30.00 supply and fit manhole cover at village hall car park, SALC £30.00 website course Mrs Ewans, Viking £185.97 external hard drive, stationery, printer ink and stamps, suffk.cloud £110.00 annual fee for website hosting and support. Payments by standing order/direct debit Mrs Fuller £955.22 October salary, Mr Balk £190.20 October salary, BT £212.44 quarterly bill

#### 10. To receive a monthly financial report.

At the end of October the Community Account balance was £257,919.71 of which CIL is £150,945.50, earmarked reserves are £91,964.83 and general funds £15,009.38. This has not yet been reconciled to the bank statement as not yet received.

**11. To review the effectiveness of council's internal audit and systems of financial control including insurance and risk assessment.**

It was agreed that Mr Auchincloss will carry out internal audit on a monthly basis and sign off bank statements. Cllrs reviewed the current internal audit and control procedures and are satisfied they are adequate.

**12. To consider paying for the renovation to the Twinning Sign , two wooden signs and noticeboard at Woolpit Institute (along with the War Memorial) and take any necessary action.**

The total bill is £85.00 and it was unanimously agreed to pay this in full.

**13. To consider renovation Parish Council notice board in the pump garden and chains around the pump garden and take any necessary action.**

It was agreed to accept the quote of £30.00 from Mr Raven and ask him to carry this out on a yearly basis. *Action: the Clerk*

**14. To consider a further bus shelter beside the Glebe Land, Church Street and take any necessary action.**

It was agreed to leave this until after we have received public suggestions of spending CIL money.

**15. To consider and respond to Woolpit Poor Land Charity consultation document on changing the Charity's Scheme.**

Mr Hughes explained the consultation document. Woolpit PC will send a letter of support which can be sent to the Charity Commission with the request to change the scheme. *Action: Mrs Ewans/the Clerk*

**16. To receive an update on progress of the Neighbourhood Plan and take any necessary action.**

In August 2020 Mr Bryant MSDC offered to update Woolpit NP following the inspector's requested amendments. At that time Mr Bryant anticipated this would take 6 months. Mrs Ewans has spoken with Mr Bryant and he still has work to do on it and has advised it will be further 6 months at least before the updates are completed. Mrs Ewans has offered to see if she can complete the amendments so that the NP can go to a referendum and be adopted. *Action: Mrs Ewans*

**17. To receive an update on the Platinum Jubilee of Queen Elizabeth II in 2022.**

It was agreed to discuss possible events over the June Bank Holiday weekend at the next meeting.

**18. To receive a report on the allotments and take any necessary action including an update on the formation of an Allotment Association.**

The Allotment Association are to hold a further meeting to discuss the constitution and insurance. Our insurer has advised that they will need their own cover.

**19. To receive a report from the Village Hall Committee.** No report.

**Woolpit PC as Trustees of Woolpit Recreation Ground Charity**

**20. To consider a quote for a replacement screening fence behind the goal and take any necessary action.**

This was deferred to the next meeting as still awaiting quotes.

**21. To consider quote for fence repairs between the Village Hall car park and the recreation ground and take any necessary action.**

Deferred for additional quotes.

**22. To consider a request for trees adjacent to the Village Hall car park overhanging a property in Mill Lane to be cut back and take any necessary action.** Quotes will be requested. *Action: the Clerk*

**23. To discuss the trees and land adjacent to Churchgate House and the car park/recreation ground and take any necessary action.**

Mr Howard left the meeting at 9.08 p.m.

Originally Mr Howard offered to take over the land and responsibility of the trees. Woolpit PC has contacted a surveyor who has advised that he would expect the buyer to cover the Seller's reasonable legal and professional costs and in addition he is certain that he will advise that the land has a value. Having received this information Mr Howard has withdrawn his offer to take over the land and responsibility for the trees.

Mr Howard would like to get the work done but would like a contribution for WPC as the trees straddle both areas of land.

After discussion it was proposed that WPC pay for half the work on the two trees on the joint boundary and all four on our area by the car park.

Mr Howard rejoined the meeting at 9.17 p.m. and was advised on the decision.

However Mr Howard was content that WPC pay 60% of the work and he will fund 40% which was accepted by Cllrs. It was unanimously agreed to accept the quote from Stuart Langston Arboricultural Specialist. The cost to WPC will be £1572.00.

Mr Howard will instruct Mr Langston to carry out the work.

**24. To receive a report from the Clerk.**

**SCC Locality grant** – the Clerk will contact Cllr Mellen for an application form to apply for a grant towards play equipment and road signs for Wood Road.

**25. Date and time of the next Parish Council meeting – Tuesday 7 December 2021 at 7.30 p.m.** Noted.

The meeting closed at 9.24 p.m.

Signed.....Approved.....

Dated.....7 December 2021.....