

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON MONDAY 5 JULY 2021 AT 7.30 P.M. IN WOOLPIT INSTITUTE

Present: Mrs Ewans (Chair), Mrs Moore, Mr Guyler, Mr Griffin, Dr Geake and 2 members of the public.

1. Apologies for absence.

These were received from Mrs Jenkins, Mr Hardiman and Mr Howard.

2. Public comment Mrs Moore and Mrs Jenkins are organising a litter pick on Saturday 4 September between 10.30am and 12.30pm.

Concerns have been expressed regarding the hedge alongside the path in Bury Road which is overgrown. Hopkins Homes will be approached to see if it is their responsibility.

Action: the Clerk

3. County & District Councillors reports.

Dr Geake has had discussion with MSDC planning department regarding the car park within the Bury Road development. Officers have confirmed that as the car park is within the title of the application it cannot be varied. There would have to be a new application.

District Councillors' Report MSDC has launched this year's locality grant scheme. Each district councillor has over £7k to award to community groups within their area. Following a review of the sports and leisure provision across the district a refreshed Sports and Leisure Strategy is to be approved by Cabinet. The next step in the process is for the officers to develop a detailed action plan for the next 3 years. In June Mid Suffolk Leisure Centre opened the doors to its new £2.2m upgrade and extension. CIFCO's annual business report was on the agenda for last month's Overview and Scrutiny committee. The portfolio now consists of 21 acquisitions and does bring in funds. Last year CIFCO brought in just over £2m to be ploughed back into providing services across both districts. However, the CIFCO accounts for the last year, 2021 show a paper loss of £4.4m made up of expected one-off acquisition costs of around £2m (including stamp duty and fees) as well as a re-adjustment on the value of the portfolio as whole. The rental income the properties deliver is not affected by these fluctuations in their value. The business plan will be discussed at the next full council meeting at the end of July. During the pandemic we have had to change the way we shop. Following on from the successful Virtual High Street in Sudbury, it has now come to both Stowmarket and Hadleigh. The aim of the Virtual High Street is to bring the local high street and market. Over 60 shops and businesses have signed up to the platform in Stowmarket. BMSDC have invested in the system and appointed a Town Centre Business Liaison Officer for the project which is due to be extended to Eye and Needham Market in due course. The hearing for the Joint Local Plan examination began last month, but after one day was deferred. A new date for the hearing has yet to be determined but is likely to be in September. The Stage 2 examination is still expected to take place in the autumn as previously expected. Work has now begun on the construction of a new visitor centre and café at Needham Lake. Babergh and Mid Suffolk Councils are to fund biodiversity projects costing over £90k. These include mapping wildlife corridors, council owned public space as well as county wildlife sites and local nature reserves. There will also be a tree canopy survey.

County Councillor's Report Suffolk County Council has commissioned an immediate independent review into Special Educational Needs and Disability provision. There has been a lot of concern expressed by parents and carers about this area of service, with high levels of dissatisfaction. The review will focus on the processes, communication protocols and family-facing elements of SEND services within Suffolk County Council. It will not look at specific cases or the provision given to specific children. After extra rainfall, the last month or so has seen exuberant growth of foliage alongside roads and paths. Staff and contractors are out and about cutting footpaths and verges but are playing catch-up. If there are particular

problems these can be reported through the online highways reporting tool. A number of significant road repairs have been done recently but potholes continue to be reported. This is an area where SCC has significant budget constraints and often does not have the funds to do the repairs that residents would like to see. The Council is seeking a better highways funding settlement from central government, as well as reviewing its contract with Kier which expires September 2023. Boundary Commission Review of Suffolk parliamentary constituencies seeks to regularise the size of constituencies across the country, the proposals are for a significant re-shaping of the current Suffolk constituencies. The boundary commission are consulting on their initial proposals for an eight-week period, from 8 June to 2 August 2021. Bus Back Better is an initiative by central government essentially a reaction to Covid 19, but on closer inspection it may lead to re-regulation of bus services - which could be a positive move for rural Suffolk. The de-regulated services we have at present have led to the decimation of rural services, as this policy makes it unlawful to cross subsidise routes, i.e., if an operator makes profit on a busy route, they cannot use that money to subsidise a loss-making route elsewhere. This policy was originally aimed at cities and towns where multiple operators were competing, this was never a problem in rural areas. Re-regulation will mean that an operator can cross-subsidise once again, this should allow for greater choice and service to our rural community.

Cllr Mellen asked Cllrs to consider purchasing their own no HGV sign for Broomhill Lane as SCC does not feel it is necessary and will not fund it. The Clerk would not recommend the parish council does this. A sign can be ordered through SCC and paid for through Cllr Mellen's Locality Budget, this is Cllrs preferred option.

4. To receive declarations of interest. There were none.

5. To approve the minutes of the meetings 7 June 2021.

The minutes were approved and signed.

6. Planning

a) to consider current applications

21/03296 Construction of an area of hardstanding for the stationing of lorries.

Erection of a single story modular building, external lighting and 2m high security fence. Lawn Farm Business Centre – object There is no reference to footpath arrangements by the side of the site which is disappointing. In order to encourage sustainable travel to work, a footbridge should be provided over the A14 to give pedestrian/cycling access to the site from Old Stowmarket Road or from Warren Lane south. There will be an addition 25-30 HGVs and ancillary vehicles onto local narrow roads. It is disingenuous to say that there will be no additional vehicles from this application. An HGV ban should be placed on Warren Lane and Wood Road together with the imposition of other measures to discourage workers private vehicles using these roads. There is no lighting plan in the application. Light pollution from the Business centre is already excessive and to add additional lighting will exacerbate the situation.

b) to receive MSDC decisions.

21/02735 Erection of singles storey orangery, Woodlands, The Heath – permission granted.

21/02812 Erection of a two storey rear extension, 5 Wades Wood – permission granted.

21/03565 Discharge of Conditions appl 19/03500 Condition 5 (surface water), Condition 28 (route management), Land at Lawn Farm, Warren Lane – satisfied.

21/03061 Discharge of conditions appl for 19/03500 Condition 23 (SUDS implementation) and Condition 27 (Decentralised energy), Land at Lawn Farm, Warren Lane – satisfied.

21/02564 Reserved matters application in part for outline permission 1636/16. Appearance, landscaping, layout and scale for construction of a car park to be associated with Woolpit Health Centre, Land South of Old Stowmarket Road – approved.

21/02429 Erection of a one and a half storey side extension, Vine Cottage, Green Road – permission refused. Inappropriate scale, form and design not in keeping with the character of the existing dwelling, inconsistent roofscape incongruous within the site, the re-siting of the additional entrance door and the porch create a design that gives the appearance of a separate dwelling and not a subservient addition. The use of a fourth separate material on an extension of this scale will create a dominating effect that fails to harmonise with the existing dwelling.

21/02583 Discharge of Conditions appl 18/04247 Condition 10 (Skylark Mitigation Strategy), Land off Bury Road, The Street – satisfied.

A meeting has been held with Hopkins Homes. A wider footpath along Bury Road will be provided within the site and likely save the ancient hedgerow. The link with the corner of White Elm Road will need discussion with SCC. A drawing shows the linking of the footway/cyclepath at the Tennis Club car park but Cllrs asked them to look again at the positioning as it was not in a satisfactory place. Hopkins Homes are not minded to help with any costs of upgrading the Tennis Club car park. The Burial Ground car park is not mentioned in Section 106 agreement.

7. Clerk's Report

Litter bins on field – the additional free standing bin is now in use and the two fence mounted are still in situ. MSDC are covering one of the fence mounted bins so that it cannot be used, The Clerk has emailed MSDC and advised we are willing to pay for the third bin so that the litter situation in the area can be monitored. No reply has been received to date.

Steeles Road post box – has been replaced but is now located by the layby next to the grass area.

Millennium Garden – there has been no response from the gardeners contacted to take over maintenance. The Clerk will continue to try and find a replacement.

Councillor training – Mrs Ewans is to attend the course for new Chairs and Mrs Moore and Mrs Ewans have booked for the Developing two- way conversations with your community course.

Community Speedwatch – The co-ordinator is retiring and has been unable to find another member to take over. It was agreed to place an advert in the next Woolpit Diary.

Hedge corner of Hay Barn Meadow and Bury Road – the Clerk has received several concerns regarding the hedge and has written to the owner.

Woolpit Charity Lands – the Parish Council has three representatives: Carol Moss, Tim Parker and Lisa Hicks. Councillors feel that we should have a Parish Councillor as a Trustee.

Neighbourhood Plan update – Paul Bryant cannot say when Woolpit NP will be ready for local referendum. He will update us towards the end of July.

MSDC Capital Grant – the £5200.00 available is only eligible to be used for open space and social infrastructure provision such as village halls, play areas and sports/recreation projects.

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

MSDC sustainable travel questions: the Clerk will advise regarding to lack of connectivity.

HM Lord Lieutenant of Suffolk Festival of Suffolk 2022 and **Bruno**

Peak Jubilee beacons pass to the group arranging events for the Queens Platinum Jubilee.

David Wilson Homes distribution of newsletter request with Woolpit Dairy.

Cllrs feel this is inappropriate to ask volunteers to deliver but agree that Davis Wilson can put an item in Woolpit Diary for £50 per page. **Pigeon Investments** advising that they have to apply for outline planning permission again for the 5 self-build plots as the deadline has been reached. The location and form of the plots remain

unchanged. **Fresh Start new beginnings** have an afternoon tea 24 September and we have 2 tickets available. **Hopkins Homes** request permission for their surveyor to visit the tennis club car park 9 July, all in agreement. **The following items have been circulated to Councillors: Rural Services Network** Rural Bulletin 8, 15, 22, 29 June. **SALC** Diabetes week UK webinar 14 June, Mid Suffolk area forum summary notes, ebuletin 14, 21, 28 June 5 July, upcoming events, Festival of Suffolk 2022, SALC training event developing wo-way conversations with your community, The Queen's Platinum Jubilee 2022, CIL event 28 June presentation information, AGM 29 July. **SCC** Discovering Suffolk fingerpost plaques, fully funded training for staff working within adult health and social care. **Suffolk Preservation Society** Suffolk Heritage Champion Awards – an invitation to nominate. **Highways England** upcoming work on A14 Ipswich Park and Ride signage. **MSDC** Statement on examination of the Joint Local Plan.

9. To approve accounts for payment.

Mr K Harknett £57.08 litter picking June, Laura Driver £44.00 Millennium Garden June, Suffolk County Council £284.94 pension payment, HM revenue & Customs £384.97 Tax and N/I April-June, Woolpit Institute £832.00 office rent May-October, Mrs P Fuller £295.88 expenses April-June, Anglian Water (Business) National £29.54 allotments water March-June, Mr Hardiman £11.30 key cutting for recreation field gate, SALC £150.00 councillor training. All accounts were approved and cheques issued. Payments by Standing Order Mr R Balk £190.20 June salary, Mrs P Fuller £915.67 June salary.

10. To receive a monthly financial report.

The balance of the community account is £214,046.12 of which £99,687.10 is CIL funds, £96,464.83 is earmarked reserves and £17,894.19 is general funds. The VAT refund of £2941.47 is in addition to these figures.

11. To discuss the current casual vacancy and take any necessary action.

The period for a request for an election does not finish until 7 July. It was therefore agreed that if no request for an election is received by MSDC Richard Auchincloss would be co-opted with effect of 9 July 2021.

12. To consider tree, hedge and wildflower planting in the parish and take any necessary action. Deferred to the next meeting.

13. To consider the Clerk's hours and take any necessary action.

The Clerk has accrued 35.5 hours overtime since the beginning of the financial year. It is acknowledged that this is the busiest time of year and that the summer may be less intense therefore the overtime will not be claimed until year end. With the increasing demands on parish councils it was proposed, seconded and carried to increase the Clerk's hours from 16 to 17 hours per week with effect of 1 July 2021.

14. To Approve Woolpit Parish Council Parish Online membership and take any necessary action.

WPC had membership from 23 October 2018-2019 for the Neighbourhood Plan Steering Group at a cost of £100 + VAT. Membership fees are based on the number of residents and may therefore be higher now. Parish Online would be a useful tool for recording parish furniture and keeping an updated record of items and where they are positioned in the parish. Mrs Ewan proposed that WPC reinstates its membership with Parish Online. This was seconded and unanimously carried.

Action: the Clerk

15. To consider publishing an accounts report and take any necessary action.

We currently publish the statutory documentation on the website. This has limited information and Mrs Ewan has produced a summary of accounts which could be

published in due course. It was unanimously agreed to publish the summary once the completion of audit has been received.

Action: the Clerk

16. To consider a schedule of dates for items requiring an annual review and take any necessary actions.

This has been circulated to Cllrs showing the appropriate dates when items can be reviewed during the year rather than everything at the annual meeting in May.

Councillors were in agreement with the schedule.

17. To receive an update on current and future group activities of Woolpit PC Coronavirus Emergency Group.

The team provided marshals for the Health Centre parking during vaccination days and support for shielders during the pandemic. The group will be withdrawing services from the pharmacy from 19 July if restrictions are removed. Marshals will still be provided on vaccination days when required. Woolpit Health Centre Practice Manager has thanked the group for their help and support during the pandemic.

Woolpit Good Neighbours Scheme is now being set up with the inaugural meeting 15 September.

18. To receive a report on the meeting with the CEO of Thedwastre Academy Trust and Chair of Woolpit Primary School Governors.

Mrs Ewans, Mr Griffin and Mrs Moore met with CEO and Chair of Governors.

Currently the school has 60 unfilled spaces. The CEO knows where he could extend the school as and when more capacity is needed. He will keep in touch with WPC and would be happy to attend any meetings as requested.

Mrs Ewans, Mr Guyler, Mr Griffin and the Clerk will be attending a meeting with SCC and Elmswell PC to discuss future schooling in both parishes on 20 July.

19. To consider a response to the 2023 Review of Parliamentary Constituencies consultation and take any necessary action.

The consultation document puts Woolpit in the North Suffolk constituency. It was agreed that WPC would not comment on the consultation.

20. To receive a report on the allotments and take any necessary action - including organising a meeting with tenants.

A meeting is to be held with the allotment holders on 29 July. It was agreed to propose that the group run the allotments themselves from 1 November 2021 with some financial backing of the Parish Council to join an Allotment Society for the first year and to mend the fence.

Mrs Ewans, Mrs Jenkins and Dr Geake have met with Mr Howlett. He is unwell and now unable to take back the site of the right hand side of the allotments for cultivation. It was agreed that the Parish Council would relieve him of the agreement for him to clear and cultivate the land. Decisions will need to be made about this section of land and its distinct three sections. Dr Geake suggests that the area with the fruit trees should receive most maintenance, the middle section minimally managed as a semi wild area and the stony area where nothing grows will require less management. Mrs Ewans will take a history of the site and register the area with the Land Registry.

Action: the Clerk/Mrs Ewans

21. To receive a report from the Village Hall Committee.

There has not been a meeting therefore nothing to report.

Woolpit PC as Trustees of Woolpit Recreation Ground Charity

22. To set a date for an informal meeting with Woolpit Cricket Club and Woolpit Tennis Club and take any necessary action.

It was agreed to have a meeting with both the Cricket Club and Tennis Club. The Chair and Clerk will arrange a convenient date.

Action: Mrs Ewans/the Clerk

23. To consider granting permission for a cycle stand on the car park for village hall users and take any necessary action.

A Locality Grant from District Cllrs Geake and Mansel has been paid to the Village Hall Committee to provide bike racks for the users of the village hall. The site agreed with Mr Belham Chair of the VHC is on land owner by the Parish Council and permission is required before the racks can be installed. It was unanimously approved that Woolpit Parish Council, as freeholder of the car park and as Trustee of Woolpit Recreation Ground Charity (RCN274791) which is the leaseholder, is happy to grant permission for Woolpit Village Hall Committee to install 5 or 6 cycle racks for users of the village hall.

Action: the Clerk

24. To receive a report from the Clerk.

Contract with Parkers Pitches – Mr Hardiman has been in contact with Parkers Pitches who wish to amend the revisions to exclude tree work. This will be put forward at the next meeting.

Quotes for tree work – three have now been received and will be considered at the next meeting.

Bank Mandate – has been completed and sent to HSBC bank but no response has been received to date.

Accounts – the accounts for the last six years still have not been received from the previous treasurer.

MUGA – the trees have been trimmed and work on the MUGA will commence 26 July.

25. Date and time of the next Parish Council meeting – Monday 6 September 2021 at 7.30 p.m. Noted.

The meeting closed at 9.41p.m.

Signed.....

Dated.....