

MINUTES OF THE WOOLPIT PARISH COUNCIL MEETING HELD ON TUESDAY
3 MAY 2022 AT 7.30 P.M. IN WOOLPIT INSTITUTE

Present: Mrs Ewans, Mr Auchincloss, Mr Griffin, Mr Guylar, Dr Geake, Mr Howard.

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

1. Election of Chair.

Mrs Ewans was proposed, seconded and unanimously elected.

2. Election of Vice-Chair.

Mr Howard was proposed, seconded and unanimously elected.

Declaration of Acceptance of Office forms were completed and signed.

3. Apologies for absence.

Apologies were received from Mrs Jenkins and Mr Hardiman.

Mrs Ewans advised that Mrs Moore has resigned as a Councillor.

4. Public comment: The Luncheon Club asked that prosecco is provided for the residents attending the Luncheon Club to toast the Queen on her Platinum Jubilee. Mrs Ewans was thanked for her support and for speaking against the license application for Haughley Park Ltd at the MSDC Licensing sub-committee meeting. A resident asked regarding the Parish Council plans to complete the Neighbourhood Plan following MSDC motion to provide additional help to get plans completed in core villages. Woolpit PC is meeting with the Woolpit Neighbourhood Plan Steering group 17 May to discuss. A resident asked if the area around the playing field could not be trimmed regularly so as to provide habitat for insects. The Clerk will contact the contractor to see if this can be arranged. *Action: the Clerk*

5. County & District Councillors reports.

District Councillors' Report. Construction of the multi-million-pound business, innovation and development hub in Stowmarket is now officially underway. A ground-breaking ceremony was held last week. Gateway 14 is being brought forward as part of Freeport East, which will offer businesses tax relief and simplified custom arrangements. Both Mid Suffolk and Babergh are members of the county-wide scheme to support Ukrainian refugees. Housing officers are responsible for carrying out property inspections, once sponsors are matched up with Ukrainian families. Households in Council Tax bands A to D will receive a one-off £150 rebate. For residents who pay by direct-debit, this rebate should be processed automatically. Those households who do not pay by direct-debit will be contacted in the next few weeks. The annual report on climate change and biodiversity was published in April. This summarised progress during the last year as well as indicated the next steps. These include the completion of the Solar Car port at Mid Suffolk Leisure Centre, increase the number of EV charging points in carparks with the help of Government grants, publish the tree canopy survey and consider the implications of the Government's Recycling and Waste Strategy. As part of the Biodiversity Action Plan, over 100 trees have been planted at Needham Lake and about 40 at Green's Meadow in Stowmarket. This project was partly funded by Forestry Commission Treescapes fund. Community Infrastructure bids of over £175,000 were awarded to Museum of East Anglian Life (now to be renamed) and Stowmarket Football Club as well as to both Botesdale Parish Council and Walsham-le-Willows parish council. The Women's Tour is returning to Suffolk this year, with the finish of the opening stage on 6 June in Bury St Edmunds. The route from Colchester to Bury will pass through Mid Suffolk on International Women's Day. New EV charging points are now ready to use at both the Blackbourne and Wesley Centres in Elmswell. They are the only publicly available EV charging points between Stowmarket and Bury, and

customers are able to pay via credit card. The next round of Locality Grants is now open. Cllr Mansel is still waiting to hear from David Burns regarding further information on the additional help and funding for Neighbourhood Plans following his discussions with the policy holder.

County Councillors Report. Disappointingly, the Department for Transport has confirmed Suffolk County Council will not receive any funding through the Bus Back Better scheme. SCC's strategy was aimed to improve and expand bus services in Suffolk, connecting rural areas to local and important towns, as well as reducing carbon emissions in line with the goal to become net zero by 2050. Central government confirmed that any bids that failed did not show enough ambition. We continue to push for a bus service that helps local, rural communities stay connected with Suffolk. The Cabinet met on 26 April to discuss Suffolk County Council's Post-16 Travel Policy for 2022-23. The policy outlines all the support offered to those who struggle to afford the travel sending their child to education, training, or an apprenticeship. The Cabinet voted to freeze the increase in costs to parents/guardians, meaning the price remains at £930 per year for a mainstream Seat, and £750 for a Special Educational Needs and Disability (SEND) Seat. The Cabinet discussed the positive report Suffolk County Council received from Ofsted's inspection into Care Leaver services. The report showed that Care Leavers were prioritised by the Council and successfully helped them transition to independence. The report cited emotional well-being as a point for improvement. Back in February, Suffolk was announced as one of nine county areas to be invited to negotiate a County Deal – a deal which would see Suffolk have more control over decisions in transport, education, skills, housing, and planning. The administration announced Suffolk would be pursuing a deal without the position of a Mayor. The Council has confirmed that discussions with ministers are expected soon, and they will be responding with their expectations of what Suffolk would achieve in terms of the government's Levelling-up Strategy.

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

7. To appoint Parish Council Representatives to other bodies.

Institute Committee – Mr Guyler.

Woolpit Village Hall Committee – Mr Hardiman.

SALC – Mrs Ewans.

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, Ms Hicks.

St Mary's Church Building Trust – Mr Guyler.

Millennium Garden – Mrs Jenkins.

Allotment Wardens – Mrs Jenkins and Mrs Ewans.

Good Neighbour Scheme – Mr Howard

8. 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 that they comply with regulations and are suitable for the PC's financial levels. They would like to a Financial Risk Assessment to be carried out and updated annually.

9. To approve the minutes of the meeting 5 April 2022.

The minutes were approved and signed.

10. Planning

a) to consider current applications

22/002097 Notification of works to trees in a Conservation Area Fell 4 Apple trees (T1, T2, T3, T4) to ground level fell 2 Hazel trees to ground level. Fingerbread House, Rectory Lane – object two of the apple trees shown on the plan are in full blossom and therefore not at the end of productive life or covered in ivy. They contribute to the character of the Conservation Area and should be retained.

.b) to receive MSDC decisions.

22/01073 Erection of single storey extension to rear/side (following demolition of existing conservatory). Titchfield, Green Road – granted.

22/01718 Notification of works to trees in a conservation area. Crown reduce 1 silver birch to previous pruning points due to light and shading. High Tide House, Drinkstone Road – no objection.

21/01683 Notification of Works to Trees in a Conservation Area - Remove dead branches from 1 No Oak tree (T1) to provide light, Fell 1 No Blue Cypress (T2), Fell 1 No Cherry Tree (T3), Fell 1 No Apple Tree (T4) and Fell 1 No Indian Bean (T5) and cut back overhanging branches from neighbours flowering cherry tree back to the border. Darwen House Masons Lane – no objection.

22/00704 Discharge of Condition appl 18/04247 Condition 19 (Arboricultural Statement) Land at Street Farm, on East side of White Elm Road (Bury Road development) – acceptable.

22/00492 Erection of single storey and two storey side extensions (following Demolition of existing garage and conservatory). Sunnyside Green Road – granted.

22/00913 Application under S73a for removal or variation of a condition following approval of DC/20/04290 dated 15/12/2020 (Reserved Matters Application for Outline Planning Permission DC/19/02688 - Access, Appearance, Landscaping, Layout and Scale for Erection of 5 no. detached dwellings associated garages and vehicular access)- To vary Condition 1 (Approved Plans and Documents) to allow for additional garage space including storage for bikes. Land To The North Of Drinkstone Road (Rags Lane development) – granted.

11. Clerk's Report

Casual Vacancy – due to the resignation of Mrs Moore a Casual Vacancy notice has been published. If 10 electors have not contacted MSDC to request an election by 19 May the position can be filled by co-option.

Woolpit and Drinkstone Twinning Association – after 27 years the association is being dissolved. While the two twinning associations will no longer exist, Woolpit and La Bonneville-sur-Iton will remain twinned communities.

CIL payment April 2022 - £41,689.51 has been received.

Road Sweeper - Mr Balk has resigned due to health issues and his work has been taken over by Mr Gardiner, Highways Ranger.

BT cover outside Addison House – confirmation has been received that the broken cover will be replaced.

Road name Rags Lane development – this has been confirmed as Plough Close.

Insurance Premium – All Risks cover has been increased to £200,000.00 due to the MUGA, additional play equipment and seating.

Festival of Suffolk Torch Relay – this will arrive in Woolpit at approx. 1.35 p.m. and collect the torch bearer at the petrol station, travel down Mill Lane to the village hall for a photo then into the village before turning into Rags Lane to drop the torch bearer at the junction with Broomhill Lane. Cllrs feel that it is too dangerous to use Mill Lane because of the one way system. The Clerk was asked to contact the organiser to request they use Steeles Road instead with the photo taken in the centre of the village.

Action: the Clerk

Trees work in the Conservation Area planning applications – the Clerk has contacted MSDC for advice on how to consider these applications. The Arboricultural Officer has advised that proposed tree works in a Conservation Area require only a

notification to the local authority and are not subject to an application hence supporting reasons do not have to be given or neighbours consulted. The process attempts to strike a balance between ensuring notable trees can be protected without being unreasonably restrictive upon how landowners can manage their property.

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

Rural Services Network Rural Funding Digest April, Rural Bulletin 12, 20, 26 April. **SALC** News bulletin 11, 19, 25 April, Training and Networking ebulletin 12, 19, 26 April, subscription review 2023/24 letter to be sent May 2022. **Suffolk Highways** upcoming works various road in Woolpit, Shelland and Onehouse 25 April. **MSDC** key achievement 2021/22, CIL application round May 2022. **Suffolk Preservation Society** Spring View 2022.

13. To approve accounts for payment.

Mr K Harknett £67.35 litter picking April, Mr M Gardiner £343.30 Highways Ranger salary April, Mr R Balk £117.60 salary and expenses April, Suffolk County Council £307.69 pension payment, Woolpit Institute £416.00 office rent May-July 2022, Hahn Plastics £2323.20 benches and tables. All accounts were approved and cheques issued. Payments by Standing Order Mrs P Fuller £955.22 April salary.

14. To receive a monthly financial report.

At the end of April the Community Account balance was £302,689.31 of which CIL is £192,635.01, earmarked reserves are £91,685.11 and general funds £18,369.19.

15. To approve the CIL Annual Report and take any necessary action.

The report for 2021/22 shows expenditure totalling £42,850.79 for the MUGA and the bus shelter. This leaves the total CIL retained as £150,945.50. The report was unanimously approved.

16. To consider addition waste bins/collection for the Highways Ranger and take any necessary action.

MSDC has agreed to provide an additional bin and collection free of charge which the Co-op Manager has given permission to be kept in the Co-op car park with the other two bins. The situation will be monitored to see if this is sufficient.

17. To consider a quote for the repair/replacement of the noticeboard in Lower Broom Road and take any necessary action.

A quote for £48.00 has been received for materials and labour. Cllrs have asked the Clerk to ensure that the wood is soft enough for drawing pins. If this will require additional cost then the matter will be reviewed at the next meeting. *Action: the Clerk*

18. To receive a report on events to commemorate the Platinum Jubilee of Queen Elizabeth II in 2022.

Mr Howard outlined a very full programme:

Evening Thursday 2 June Church service followed by bugler to sound 'Her Majesty', lighting of the beacon at Lady's Well with prosecco to toast the Queen, choir performance and fireworks.

Evening Friday 3 June music by Rob Lewis the Human Jukebox followed by the film Mamma Mia at the Cricket Club

Evening Saturday 4 June folk music and barbecue at the Village Hall

Afternoon Sunday 5 June Children's parade through village, picnic on the playing field, music by Chocks Away followed by music from The Voice Squad.

19. To receive an update on the Elmswell/Woolpit cycle path.

Representatives from Sustrans, SCC Highways, MSDC Infrastructure team, District Cllrs Mansel and Geake will walk the route with representatives of Elmswell and Woolpit PCs on 4 May. Mrs Ewans will represent WPC.

20. To receive a report a report on the Haughley Park Ltd licence application hearing.

Mrs Ewans attended the hearing and spoke on behalf of the Parish Council with Tracey Kettle speaking on behalf of residents objecting to the license application. After hearing all representations the Licensing Committee granted a licence subject to the following modifications: all licensable activities including the sale of alcohol are to end at 2300 hours with the seasonal variation for New Year's Eve only granted, a maximum of 5 large outdoor events with a maximum of 2500 attendance, 15 medium outdoor events, copies of all EMPs and Risk Assessments to be forwarded to the licensing authority. An additional condition that firework displays at the licensed premises shall be prohibited and the use of strobe lighting is prohibited at all events. This is to mitigate the disturbance and noise and light pollution impact.

22. To consider a disabled parking space outside Woolpit Institute and take any necessary action.

This was deferred to the next meeting.

23. To receive a report on the allotments, and take any necessary action.

Nothing to report.

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

Mrs Ewans attended the AGM. Income is picking up with increased bookings.

Woolpit PC as Trustees of Woolpit Recreation Ground Charity

25. To consider a maintenance and annual inspection contract for the children's play equipment and take any necessary action.

MSDC has advised that The Play Inspection Company offer an all-in package which includes a play equipment inspection with a risk assessment and disability discrimination assessment. They also inspect the perimeter fencing, gates, ancillary equipment such as benches and litter bins, equipment and surfacing and site photographs will be provided. The reports produced are predominantly concerned with the overall safety of equipment and area, reporting if the item complies with current standards. Details of any failure will be provided along with recommended course of action. A risk assessment will be provided for each item of equipment and the overall site. If an item is found to require immediate attention they will call from the site detailing the problem. Costs for 2022 are not yet available but in the past have been about £40.00. Two other quotes received one for monthly inspections at a cost of £1320.00 + VAT per annum and another for quarterly inspection and an annual maintenance service at a cost £1300.00 + VAT per annum neither of which included repairs other than the replacement of missing caps, securing loose bolts. It was proposed, seconded and carried to accept The Play Inspection Company through MSDC at a maximum cost of £100.00 per annum. *Action: the Clerk*

26. To receive a report from the Clerk.

Nothing to report.

27. Date and time of the next Parish Council meeting – Tuesday 7 June 2022. Noted.

The meeting closed at 9.05 p.m.

Signed.....Mrs Ewans.....

Dated.....approved 7 June 2022.....