

MINUTES OF THE VIRTUAL MEETING OF WOOLPIT PARISH COUNCIL HELD
ON MONDAY 7 DECEMBER 2020 AT 7.30 P.M.

Present: Mr Guyler (Chairman), Mr Wheatley, Mrs Moore, Mr Hardiman, Mr Howard, Mrs Ewans, Dr Geake and 6 members of the public.

1. **Apologies for absence** were received from Mr Aldis and Mrs Jenkins.

2. **Public comment**

Mr Hardiman advised that SCC has been out to look at the trees between the footpath and the fence erected by Landex which need attention.

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

County Councillor's Report. Cllr Storey advised that she has resigned from the Conservative party and is now sitting as an Independent. Suffolk's current COVID infection rates, local hotspots and pressure on hospitals are among the reasons why the county entered Tier 2 restrictions on 2nd December when new rules come into force. Everyone is encouraged to work from home and limit their journeys where possible. It is important that we try to stick to these rules – then we will hope to become Tier 1 for Christmas! Suffolk County Council has successfully delivered over 750 Carephone devices to elderly and vulnerable people, both in and outside of formal care settings, to help them, their families and care providers stay in touch during the coronavirus pandemic. The Home, But Not Alone free phonenumber, which supports vulnerable people in our communities who may be struggling with the impact of Coronavirus, went live again on 3 November. The phonenumber helped thousands of people and families access emergency support such as food and medicine deliveries and befriending schemes during the previous lockdown period. We have only 5 months until the County Council elections in May. There will be a 6 week moratorium period before the election. Some parishes have bids in to the Locality Budget process and these are being processed. The budgets will not be carried over so Cllr Storey would request that bids are put in as soon as possible. There were three motions to be debated at the meeting 3 December and some reports to be brought before the council members. The Annual Public Health report is available as a digital download from the council webpages. I was particularly pleased to support the call from Cllr Sarah Adams and Cllr Penny Otton to bring the Home to School policy to the new Education and Children's Services Scrutiny Committee when it is established after May 2021.

District Councillors' Report. Following extensive debate at the Council meeting on 11th November the Joint Local Plan has now gone to the planning inspectorate for consideration. The Regulation 19 pre submission version of the plan is available on the website. The Council has proposed new CIL charging schedule. The changes to the rates are hoped to encourage more development on brownfield sites and the proposed changes to the instalments policy hope to strike a balance between helping the small developer and ensuring that parish councils receive their funds in a timely manner. The proposed changes are subject to public consultation. The Licensing policy strategy review has been undertaken and the revised policy document was adopted by Council on 26th November. This review occurs every 5 years. Three further properties have been added to CIFCO's portfolio. These new acquisitions are two warehouse buildings in Luton and an office building in Epsom. This now takes the total investment to about £70M out of the total agreed figure of £100M which was agreed by both Councils last year. A Biodiversity Action Plan, produced by a cross-party task force, was adopted by MSDC Cabinet on 9 November. The aim is to improve biodiversity in the way that the Council operate, through specific initiatives and partnership working. One such initiative is to plant 500 trees and a kilometre of hedging during 2021/22. The task force will monitor the Action Plan and look for initiatives for increasing biodiversity. Further grant funding for businesses in Babergh and Mid Suffolk has been announced as part of the Government's Covid-19 support

packages which include the recently launched Local Restrictions Support Grant. Mid Suffolk's leisure centres in Stowmarket and Stradbroke are set to re-open on Wednesday 2nd December at the end of the national lockdown. Electronic voting was used for the first time at Mid Suffolk's Council meeting on 26th November. A motion to publish how all councillors voted was passed in order to keep decisions as open and transparent as possible. A record of each vote at all Council and Committee meetings will be published with the minutes on the website. The Council has new enforcement powers against businesses breaking COVID rules. It is hoped that this does not have to be used as any initial approach will continue to that of support and encouragement rather than taking action to close premises for 48 hours.

4. To receive declarations of interest

Mr Guyler declared a pecuniary interest in planning application 20/05144 as the applicant is well known to him.

5. To approve the minutes of the meetings 2 November 2020.

The minutes were unanimously approved.

6. Planning – to consider current applications and receive MSDC decisions.

20/04887 Submission of Details Application (Reserved Matters) for Outline Planning Permission 18/00449- Access for the erection of 2No detached dwellings. Land North of Grassy Lane – Cllrs are unable to comment due to a lack of information.

20/04876 Submission of Details Application (Reserved Matters) for Outline Planning Permission 18/00397- Access for the erection of 2No detached dwellings. Land South of Grassy Lane – Cllrs are unable to comment due to a lack of information.

Mrs Ewans joined the meeting following a power cut.

20/05094 Application under S73a to vary or remove a condition relating to DC/19/03971 dated 24/09/2019. Town and Country Planning Act 1990 to vary (Condition 3 Approved Plans and documents) To facilitate alternative garage car port structure and materials Substitute Proposed Plans and Elevations PA-04 Garage – Received 10/08/2019 for Proposed Plans and Elevations PA-04 rev A Garage, Substitute drawing Proposed Site Plan 5451 B for Proposed Site Plan 5451 PA-02 C. Land to the South of Green Road - support.

Mr Guyler left the meeting at 7.45 p.m. and Mr Howard took the chair.

20/05144 Erection of a one and a half storey rear extension. Lawnswood, Warren Lane – support.

Mr Guyler rejoined the meeting at 7.51 p.m. and returned to the chair.

20/05069 Application under S73a to vary or remove a condition relating to DC/19/00550 dated 21/03/2019. Town and Country Planning Act 1990 to vary (Condition 2 Approved plans and documents) - to facilitate building to be split into two class E units, as no longer to be used in association with Suffolk Lowland Search and Rescue as a new base. Stag Cafe Site, A14 Slip Road – no comment.

19/02656 Reconsultation Outline Planning Application. (All matters reserved) Provision of land for the extension of Woolpit Primary Academy School. Erection of up to 40 dwellings, associated works and infrastructure. Land South of Old Stowmarket Road – support with the comment that Cllrs trust that the bungalows to the rear of the cottages on Heath Road and the landscaping beside Oaklands will remain in the reserved matters application.

20/05220 Application under Section 73 of the Town and Country Planning Act – Variation of Condition 2 (Approved Plans and Documents) of Reserved Matters Approval DC/20/01707 dated 29/06/2020 (Approval of Reserved Matters following grant of Outline Planning Permission DC/17/03582 - Details of Appearance, Landscaping, Layout and Scale for Plot 1). Land opposite The Grange, Green Road - support.

24/05433 Change of use of land and buildings for the creation of a temporary sales area with associated landscape and parking for the period February 2021-December 2023. Land South of Old Stowmarket Road – support.

20/04445 Erection of first floor side extension over existing ground floor and application of weatherboarding. Replace flat roof door canopy with tiles lean-to pitched roof. 1 Briar Hill. MSDC decision – permission granted.

20/03548 Hybrid application – full application for conversion of the existing building into a dwelling and outline application (some matters reserved, access layout to be considered) for the erection of 5 new dwellings. Land at Lawn Farm, Warren Lane. MSDC decision – refused due to loss of employment site, conflict between residential and businesses.

20/03775 Change of use of public house (A4) to dwelling house (C3). Swan Inn, The Street. MSDC decision – permission granted.

20/04485 & 20/04486 Minor internal alterations and replacement of rear first floor window and associated works as detailed within the Access & Heritage Statement. Monks Close, Masons Lane. MSDC decision – permission granted.

20/04387 Discharge of Conditions Application for DC/19/05196- Condition 4 (Agreement of Measures to Improve Sustainability of Development) and Condition 9 (Construction Method Statement). Land South Of, Old Stowmarket Road. MSDC decision – satisfied.

20/01131 Discharge of Conditions Application for 2112/16 approved under APP/W3520/W/18/3194926 - Condition 12 (Traffic Calming Measures for Green Road). Land On The East Side Of, Green Road. MSDC decision – satisfied.

20/03643 Discharge of Conditions Application for 2112/16 granted under Appeal Reference APP/W3520/W/18/3194926- Condition 18 (Gateway Feature) and Condition 24(Lighting Scheme for all public areas).Land Off Green Road. MSDC decision – approved and acceptable.

20/03670 Discharge of Conditions Application for 2112/16 granted under Appeal Reference APP/W3520/W/18/3194926- Condition 17 (Electric Car Charging Points), Condition 25 (Fire Hydrants), Condition 26 (Broadband Infrastructures), Condition 27 (Refuse/Recycling Bins), Condition 29 (Archaeological Site Investigation and Post Investigation Assessment) and Condition 31 (Residents Travel Pack). Land Off, Green Road. MSDC decision – acceptable and satisfied.

Two of the properties on the Green Road development are now occupied. This contravenes Condition 23 of planning permission 2112/16. This has been reported to MSDC and Planning Enforcement is investigating the matter.

7. Clerk's Report

Play area safety inspection training – Elmswell PC are looking to arrange a day course and Mr Hardiman has expressed an interest in attending. The cost will depend on the number attending and a final decision will be made when the date and costs are known.

Phone box – a response has been received from BT regarding the condition of the phone box. They have asked for the number of large and small pains broken that need replacing and a photo of the condition of the paintwork.

Redundant allotment area – Mr Howlett is keen to get the area ready for agricultural use and will do so as soon as possible.

MUGA – Davis Wilson Homes have agreed a grant of £1000.00 which will be held in WPC Community Account.

Accounts package – the clerk is currently setting up cost centres and codes and loading the current year's information.

Flooding Rattlesden Road – SCC has advised that no action is currently required.

Broken bollard outside Granmore, The Street – SCC has advised that work will take place to rectify the issue.

Pothole in Bury Road at the junction with Broomhill Lane – having reported this pothole again SCC has advised that the issue will be rectified.

Pay rate for street sweeper and litter picker – MSDC has advised that they will be paying £8.91 from April – this is the minimum wage.

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

Census 2021 this is due to take place 21 March 2021 and the organisers have asked that this be publicised in the parish magazine. Mr Guylar will produce an item for the February/March issue. **SCC** Christmas street lighting requirements. It was agreed to have WPC owned lights on all night on Christmas Eve and New Year's Eve. **MSDC** has advised that the council tax base for the district will not be sent out until early January. It has recommended that precept setting meetings should be held between 8 and 29 January 2021. **The following items have been circulated to Cllrs:** **SALC** Coronavirus update for Remembrance Sunday, message to members on lockdown rules, ebulletin 9, 16, 23, 30 November, 7 December, Armistice Day update, benchmarking club, Mid Suffolk online Area Forum 1 December, play area safety inspection training, Good Neighbour Scheme, SALC members survey. **Rural Services Network** Rural Funding Digest November, December, Rural Bulletin 10, 17, 24 November, 1 December. **MSDC** social distancing measures in second lockdown, planning website outage 9 & 11 November, revised CIL charging rates consultation November 2020, Joint Local Plan Pre-Submission (Regulation 19) publication and presentation, dog and litter bin charges 2021/22, Christmas and New Year waste collection schedule 2020/21 and 2021 calendar. **Charity Commission** newsletter issue 65. **LGBCoFE** Suffolk stakeholder reminder. **Silicon Foundation** tree planting initiative. **Suffolk Police** Constable County December. Residents correspondence - concerns regarding Heath Road traffic dangers 2, pinch point Green Road 2, MSDC JLP consultation 1.

9. To approve accounts for payment.

Mr K Harknett £66.24 litter picking November, Laura Bayly £44.00 Millennium Garden November, Suffolk County Council £286.96 pension payment, Gipping Press £277.30 Woolpit Diary December/January, Glasdon UK £542.07 one retriever 35 dog bin and two replacement chutes, Suffolk.cloud webhosting 1/11/20-31/1/0/21, Starboard Systems t/a Scribe Accounts £345.60 accounts package, Mrs P Branham £87.48 editing Woolpit Diary December/January, SLCC £185.00 annual subscription. All accounts were approved. Payments by Standing Order Mrs Fuller £893.96 November salary, Mr Balk £186.13 November salary, BT £191.34 quarterly bill.

10. To receive a monthly financial report.

The balance of the Community Account at the end of November was £162,863.17 and has been reconciled with the bank statement.

11. To consider and adopt a Reserves policy.

A draft reserves policy was circulated to Cllrs and unanimously adopted. This will be reviewed in December 2021.

12. To review current policies and update as necessary.

All policies have been reviewed and no changes are necessary. These will be reviewed again in December 2021.

13. To consider a garden waste bin and barrow for the use of Mrs Jenkins for the flower beds and tubs in the village centre and take any necessary action.

It was unanimously approved to hire a garden waste bin from MSDC and purchase a wheelbarrow up to a maximum cost of £90.00 + VAT. Woolpit Institute Committee has agreed these can be kept in the Institute storeroom.

Action: the Clerk/Mrs Jenkins

14. To consider the purchase of an additional dog bin for the Abbots Meadow path and take any necessary action.

It was agreed to purchase a Fido 25 and pole from Glasdon UK. *Action: the Clerk*

15. To discuss using a professional company for sign cleaning and take any necessary action.

Three quotes have been received; £500.00, £750.00 and £2150 + VAT. It was agreed to accept the quote of £500.00 from CleanPro.

Action: the Clerk

16. To suggest road names for the new development at Old Stowmarket Road and take any necessary action.

WPC has been asked to provide five road names. After discussion it was agreed to put forward School Road for the main road through to the school extension site, Beaker Place for the road to the car park as this was where the Medieval beaker was found during the archaeological dig, Melvin Way after Cllr Ray Melvin who instigated the development of additional parking for the health centre, Rathland as this is an ancient name for part of the site and Clay Pit Close for the old brickworks.

Action: the Clerk

17. To consider the Babergh and Mid Suffolk Pre-submission Joint Local Plan (Regulation 19) consultation and take any necessary action.

It was agreed to hold a meeting on 16 December 2020 to discuss this item as the consultation closes on 24 December.

18. To consider Revised CIL Charging Rates Consultation and take any necessary action.

Councillors do not wish to respond to this consultation.

19. To consider producing a Parish Infrastructure Investment Plan (PIIP) and take any necessary action.

It was agreed not to take the matter further at this time.

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

There are a few more rents to be received. Some plots are not being worked and will be monitored over the winter. A request for a 4' x 6' wooden shed on a half plot by the back fence has been received. This was approved.

Action: the Clerk.

21. To receive a report from the Litter Picker.

Nothing to report.

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

A meeting is to be held on 10 December.

23. Date and time of the next virtual Parish Council meeting.

Wednesday 16 December for the JLP consultation and Monday 4 January 2021 at 7.30 p.m. for a full meeting.

The meeting closed at 9.35 p.m.

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

Dated.....4 January 2021