



Waldringfield

Parish Council

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1703 Minutes of the Parish Council Meeting held on Tuesday, 15th May 2018 (8.10 pm)

Present: Councillors Kay, Videlo, Matheson, Elliot, Gold, Lyon and Archer,

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllr Reid (holiday), SCC Cllr O'Brien and SCDC Cllr Harvey

2 **DECLARATIONS OF INTEREST** – None

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests as required – **None** (other than the two currently extant)

Parish Issues – an opportunity for members of the public to bring matters to the attention of the Council and for parishioners to seek guidance from the Council – None

To **RECEIVE** reports from:

- a) **Suffolk County Councillor O'Brien** – Report noted (attached).
- b) **Suffolk Coastal District Councillor Harvey** Report noted (attached)
- c) **Suffolk Police** – a limited report provided from the Suffolk Police website (Noted) The Clerk was instructed to write to the Police and Crime Commissioner, advising that, although there had been a (small) number of crimes in the area, there little to no timely information provided by the SNT report on the Suffolk Police website which seems wholly centered around Felixstowe.

- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council meeting held on May 1st 2018 – proposed by Cllr Kay, seconded by Cllr Elliot and **AGREED** by all present at the meeting.

- 4 **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meetings held on 13th March 2018 – **EA1 works Ipswich Road closure** The Clerk was asked to write a general letter to SCC Highways about the inadequacy of the diversion routes provided. **Play Fort repair** – the insurance claim had been settled and the quotation provided by the Council's contractor, Proasis, was approved, with an instruction that the six remaining logs were to be used on the other part of the fort. Authority was delegated to Cllr Archer to approve any extra costs, in conjunction with the Clerk and one other councillor, per the Council's Financial Regulations. **Playing Field Gate** – a second quote to be sought in the absence of any action by the originally selected contractor

- 5 To **CONSIDER** Planning Applications for **COMMENTS**:

DC/18/1791/FUL – Part of Garden of The Heronry, Cliff Road – proposed single-storey Dwelling – After consideration of the Planning Group report, it was proposed to **SUPPORT** the application by Cllr Videlo, seconded by Cllr Elliot and **AGREED** by a majority (one abstention) To **MAKE ARRANGEMENTS** to deal with applications received after publication of the agenda – **NONE**

To **NOTE** any application decisions received – see attached list. In addition, the outline application for Adastral Park in the Martlesham Parish had been approved

To **CONSIDER** any other planning-related information – Cllr Elliot provided a report (attached) on the result of the SCDC Planning Committee meeting on Adastral Park. Consultation requests at short notice. The Clerk was asked to verify the information required from the Parish Council when an amended planning application was received with a short response deadline (i.e. whether or not a reaffirmation of the previous response was necessary)

- 6 To **CONFIRM** arrangements to ensure proportionate lawful compliance with the General Data Protection Regulation. Cllr Kay reported that amended legislation would not require Parish Councils to appoint a Data Protection Officer. A draft Data Privacy Notice had been circulated for comments – an introductory note of "reassurance" would be included, with a 'Data Asset Register', all to be published prior to May 25th. There was no requirement for separate councillor email accounts, but password protection of attachments was recommended.

Waldringfield Parish Council

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- 7 To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety issues, including the purchase of the independently-funded Speed Indicator Device (SID). Noting a requirement to include the speed data application, it was **AGREED** to delegate the selection and purchase of the SID to Cllrs Lyon and Reid, in conjunction with the Clerk, SCDC Cllr Harvey and Newbourne Parish Council (a co-beneficiary of the funding)
- 8 To **CONSIDER** potential projects to be funded from the Community Infrastructure Levy (CIL) It was **AGREED** that funding would be sought for road surface signage on the Ipswich Road approach to the village (Cllr Kay agreed to redesign the original SCC Highways diagram)
- 9 To **REVIEW/ADOPT** the NALC 2018 and other revisions to the Parish Council Standing Orders, as posted on the website – proposed by Cllr Kay, seconded by Cllr Videlo, **AGREED** by all
- 10 **CLERK AND RFO REPORT**
To **RECEIVE** applications and **APPROVE** payments for community grants, if any – a request for £100 by the Wildlife Group to continue their planting schemes was **AGREED**
To **CONSIDER** items of expenditure and sign cheques accordingly (*see separate list*).
Total Payments - **£1,224.84** Total receipts - **£7,365.00** (50% of Precept + SCC Locality Grant)
To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation
Balances held at Bank 30/04/18 - £12,289.47 and Building Society as at 31/03/18 - £7,716.01 - Adjusted balance **£19,530.64 (as at 9/5/18)** after non-presented cheques and receipts.
It was **RESOLVED** to accept the items of expenditure together with Accounts/Budget and the Bank Reconciliation (the latter as examined by Cllr Videlo) and these were signed accordingly. Proposed by Cllr Videlo, seconded by Cllr Archer and all **AGREED**.
- 11 To **CONSIDER** any Correspondence received before the meeting – *Noted as attached*. The removal of cherry trees during Village Way works was discussed - replacements to be sought
- 12 **PARISH MATTERS for next Agenda** – Roadside bollards / Litter
13. Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during the consideration of **Item 14** (Annual staff review)
14. To **UNDERTAKE** the Annual Review of staff contracts – It was **AGREED** to increase the Clerk's salary to Point 21 on the National Salary Scales and to reset the annual review month to May

The Chairman closed the meeting at 10.05 pm

REVIEW OF ACTION POINTS AS AT 27th May 2018

(Abbreviated notes from action points of November 2016)

In progress – Proposed change to Footpath 10 Brightwell together with associated circular route. Nothing feasible for the time being. (11/2/2014) Further action deferred. Now part of CEG Land South and East of Adastral Park application

Ongoing - Road safety and lawful use of footpaths Road Safety - report sent to SCC Highways re Village entrance crossroads via Cllr P O'B. Response from SCC Highways, suggesting use of Mr King's layout plan of January 2017 as a blueprint for (unfunded) pedestrian safety works. CIL application to be made for road surface signs only

Ongoing - Footpaths River Wall footpath. **ACTION**: SCC to erect sign in due course

Ongoing - Village Way – work commenced. Replacement cherry trees to be sought

Ongoing – Village AONB Sign – The Parish Council asked Cllr Reid to take the matter forward on suitable options (including an aesthetic location), using the opportunity with SCC to seek a reduction in the clutter of signs at the Newbourne Road crossroads. Simon Amstutz. AONB Manager at SCC responded, stating that "when we get a chance to develop this project, we will be talking to all interested stakeholders, so please do not fear not being able to influence the project". **ACTION** – Cllr Reid to follow up.

SUFFOLK COUNTY COUNCIL ANNUAL REPORT 2017/2018

We are all aware that we are in a time of change, not just locally but nationally, globally and I have continued to report, over the past year, the changes that are taking place within the county council services.

Local authorities, across the country, continue to face significant challenges to meet front line service requirements. Suffolk is no exception. One of the most significant ways SCC has adopted, to gain savings, is to work in partnership with other authorities and organisations. Having sufficient resources to deliver frontline services in a climate where there is less money, remains a challenge, thus change is inevitable.

Savings from 'blue light' ie police and ambulance services, through collaboration, is working most effectively.

Making the best use of property by sharing buildings with public sector partners.

Use of digital technology.

Efficiencies within Trading Standards and Health and Safety are being pursued.

Drone technology is being used as part of a multi-agency Air Support Unit by Suffolk Fire & Rescue Service, Suffolk Constabulary, Suffolk County Council and Suffolk Lowland Search and Rescue. Drones provide aerial surveillance options to support emergency services and voluntary organisations across a range of incidents.

County elections took place in May 2017 and the Conservatives gained a considerable majority; 52 Conservative councillors out of a total of 75. I was re-elected for Martlesham Division gaining 2,542 votes with a majority of 2,084. Training of new councillors took place together with placement on committees and outside bodies.

SCC agreed to a council tax rise of 4.99% - 2.99% for County Services and 2% increase in Adult Social Care precept. Savings in the region of £23.9m have been identified. The council's transformation programmes, that will change the basis of service provision, will be key to delivering these savings. Working with partners is fundamental to the effective and efficient delivery of services. Leadership and organisation are key.

SCCs efforts, to raise standards in education, are producing results. The 'Raising the Bar' programme has led to more students achieving the expected standard in English and Maths. 87% of Suffolk schools have been judged 'Good' or 'Outstanding' by Ofsted, an increase of 12% from 2015. Suffolk has risen 26 places in national league tables (83rd out of 151). – We still have a way to go.

Suffolk CC Highways have been re-structured, as of September 2017, and a new Highways Senior Leadership Team have set in train the transformation programme. Staffing levels have been reduced and new ways of working introduced. The good news is that government has given a funding boost to Suffolk Highways of £2.5m for

pot hole repairs. This comes as a welcome relief in the wake of the recent bad weather and Highways are bringing in additional gangs to tackle, first the major roads and then the minor.

The consultation into home to school transport has ended and analysis is taking place. £21ml is spent per year on school transport and during the past two years SCC has managed to save £2.6ml from its school and post 16 travel. However, despite this, the budget is overspent by £3ml. A report will be coming to Cabinet in June.

The recent meeting of the Police & Crime Panel, which I chair, had considerable publicity. The main issue was the visibility of the police. It is acknowledged that the public would like to see more police, especially in rural areas, but the days of 'bobbies on the beat' are no longer possible due to limited finance and an increase in 'hidden crime' such as cybercrime and domestic violence. The Panel recommended that there is greater effort to communicate more widely through social media and other channels.

After many years of objection to 2,000 houses at Adastral Park SCDC gave the go ahead at a meeting where I was permitted 1min 30secs to 'sum up' my final view! I was totally disgusted with SCDC's lack of consideration for the views of myself and the people I represent.

Finally, SCC has engaged Republica, an analytical firm that will look at the best way for Suffolk to deliver public services; either through a unitary authority (eg Buckinghamshire) or a 2 tier unitary (Dorset).

PATRICIA O'BRIEN

District Councillor's Monthly Report May 2018 Susan Harvey

There was a simultaneous Council Meeting on Monday at which nearly 90 Councillors attended. The vote was that the suggested re warding should be presented to the Boundary Commission for their opinion. This will come out for consultation in July when everyone can make their comments. I forwarded the suggested changes to your clerks who I think have sent that information on to you. One of the suggested changes is that Waldringfield might go in with Martlesham.

The Deben Leisure Centre in Woodbridge is due to re-open in mid June after its refurbishment and there is a special offer for anyone who signs up for one month's membership by the end of May. One month for £19.73 to try out all the new facilities.

It is not too late to sign up for the Garden Waste Collection. 37% of people have already signed up and this figure is growing by 500 homes a day. The new scheme is optional but if people do not sign up their garden waste will no longer be collected. The new larger bins will be delivered in the Autumn to those who have requested them.

The Adastral Park 106 legal agreement has now been signed off meaning that the Outline Planning permission has been approved paving the way for the £300 million development to go ahead. It will be known as Brightwell Lakes. The first application for housing is expected in the next few months.

I am on the Suffolk Coastal Plan Working Group which is sifting through the consultation results and feeding into the new Planning Document for our area. Suffolk Coastal now has in excess of 7 years building land supply. We are delivering the much needed affordable element either on sites or through commuted sums which will be used to deliver housing locally. If the two District Councils merge in May next year they will still have 2 separate planning documents. I am of the firm opinion that after a merger there should be 2 planning committees at least so that the people we represent can have their say on planning applications locally rather than remotely in Lowestoft.

April 2018

Newsletter

Felixstowe

You said...

1. Address the issue of rough sleepers in Felixstowe.
2. Reduce Burglaries in residential and Commercial premises.

We did...

1. Bring together all relevant agencies and contact support groups.
2. Contact with the rough sleepers to signpost them to the support groups and accommodation/hostel options.
3. Utilise the 'Help the Homeless' campaign used in Ipswich.
4. Additional patrols in targeted burglary areas
5. Intelligence gathering and crime reduction targeting for vulnerable premises.

Inspector Andy Pursehouse



Responding to issues in your community

During the month of March, there was a total of 279 investigations in the Felixstowe and District. (Investigations relate not only to recorded criminal offences, but also safeguarding individuals). Criminal Offences recorded range from various assaults and public order offences to theft and burglary and drug possession.

Making the community safer

26/03/18- The Avenue Trimley St Mary a private CCTV system was activated by a suspect who attempted gain entry through a window while the owners were away. The description matched that of a male seen acting suspiciously in a nearby area who was located and detained by Police. The male was subsequently interviewed and is subject to further investigations.

Preventing, reducing and solving crime and ASB

SNT Officers have worked closely with a local housing group to address the issue of unwanted persons staying in a address in Reedland Way, Felixstowe. There were ASB issues centered around this address effecting the welfare of residents. SNT Officers assisted in the eviction of two persons which has resolved these problems.

This SNT covers the following parishes

Bucklesham, Brightwell, Falkenham, Foxhall, Hemley, Kirton, Levington, Nacton, Newbourne, Purdis Farm, Trimley St Martin, Trimley St Mary, Waldringfield, Felixstowe and Walton

Future events

There is a planned Tasking meeting on April the 24th with local authorities and agencies to discuss any emerging issues and ASB in the locality. These are based on reported incidents during the month. If you have any concerns to report for this meeting then please email the SNT on the address shown below.



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1701

Minutes of the Extraordinary Parish Council Meeting held on Tuesday 1st May 2018

Present: Councillors Kay, Videlo, Matheson, Elliot, Reid

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** Apologies for absence received from Cllrs. Gold and Archer and also from David Lines (Parish Clerk)
- 2 **DECLARATIONS OF INTEREST** – *Item 5(a) Homewaters Cllr Reid (non-pecuniary) Item 5 (b) Gorselands Cllr Kay (pecuniary)* – Cllr Kay withdrew for the entire discussion of this item for which the chair was taken by Cllr Videlo..
To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests as needed – **NONE**
- 3 It was **RESOLVED TO ADOPT** the minutes of the extraordinary Parish Council Meeting held on 10th April 2018 - proposed by Cllr. Kay, seconded by Cllr. Elliot. **AGREED** by all present at the meeting.
- 4 **Matters for REPORT and REVIEW of ACTION POINTS** from the minutes of previous meetings: it was agreed to defer these until the next meeting.
- 5 To **CONSIDER** Planning Applications for **COMMENTS** (including those received after publication of this agenda) and to **NOTE** any application decisions:
DC/181441/FUL Homewaters Cliff Rd Demolition of rear single story extension with erection of larger extension and internal alterations. The Council resolved unanimously to make no objection to this application. Proposed by Cllr Elliot and seconded by Cllr Reid.
DC/18/0439/OUT Gorselands Newbourne Road - 18 houses, access road, lake and perimeter woodland. The acting chair invited comments from members of the public after which Cllr Elliot delivered the report of the planning group. It was then unanimously resolved by the council to **OBJECT** to this application and to recommend that it be refused permission, proposed by Cllr Reid and seconded by Cllr Matheson. Cllr Elliot agreed to amend the grounds for objection adding additional points that had been made (including the lack of regular public transport, the lack of mains water and of fire hydrants, the threat to wild life, and allegations about commercial waste being buried and burnt on the site) and to circulate the revised draft to councillors for final detailed agreement (**attached**).
To **MAKE ARRANGEMENTS** to deal with applications received after the agenda's publication. It was agreed that these could be dealt with in timely fashion at the next meeting of the Council.
To **NOTE** any application decisions (including those after publication of this agenda)
DC/18/1445/AME Rockhopper Cliff Road – Non-Material Amendment of DC/18/0398/FUL Proposed single storey rear extension - Slight change to rear elevation window 3 rooflights Proposed window in existing dwelling - **PERMITTED**
DC/18/0651/FUL Harbour View Cliff Road - Proposed oak porch to front door with peg tile roof and brick plinths - **PERMITTED**
DC/18/0180/FUL Waldringfield Golf Club and Chapel Works Site Newbourne Road Demolition of existing buildings on the Chapel Works industrial area and the redevelopment of the site for 16 residential dwellings; the development of the golf course practice area for 33 age-restricted dwellings and 24 holiday chalets; together with landscaping, car parking, supporting infrastructure and the continued use of the existing points of vehicular access into the application site from Newbourne Road - **WITHDRAWN**
DC/18/0539/FUL Hut 18 Riverside - Demolition of two existing beach huts and construction of one replacement beach hut. No change of use - **PERMITTED**.
To **NOTE** any other planning-related information – There was none.

The Chairman closed the meeting at 8.11pm



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1700

Minutes of the Extraordinary Parish Council Meeting held at 7.00 pm on Tuesday, 10th April 2018

Present: Councillors Kay, Videlo, Matheson and Elliot

- 1 To **RECEIVE** and approve apologies for absence - Cllrs Gold (personal), Reid and Archer (holidays)
- 2 To **RECEIVE DECLARATIONS OF INTEREST - NONE**
To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** non-delegated DPI dispensations requested by a councillor – **NONE** (other than extant)
- 3 To **APPROVE** the minutes of the Parish Council Meeting held on **13th March 2018** - Proposed by Cllr Kay, seconded by Cllr Elliot and **AGREED** by all present at that meeting
- 4 **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **13th March 2018** – **DEFERRED** (including discussion on a letter to Scottish Power)
- 5 To **APPROVE** two payments (for professional services and salaries respectively), to ensure timely settlement – in addition to the two payments originally listed, two further cheques were authorised, per the amended list below. Proposed by Cllr Kay, seconded by Cllr Elliot and **AGREED** by all

The Chairman closed the meeting at 7.15 pm

23 April 2018 (2018-2019)

Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Professional Services	10/04/2018		Barclays Community A	101061	Planning Advice	Richard Buxton	S	400.00	80.00	480.00
2	Salaries	10/04/2018		Barclays Community A	101062	Salary	Mr D Lines	X	363.65	0.00	363.65
3	Stationery/Mileage/Etc.	10/04/2018		Barclays Community A	101063	Travel Expenses	Mr D Lines	X	12.00	0.00	12.00
4	Post and telephone	10/04/2018		Barclays Community A	101063	Postage	Mr D Lines	X	11.72	0.00	11.72
5	Training	10/04/2018		Barclays Community A	101064	Training	SALC	S	22.00	4.40	26.40
Total									809.37	84.40	893.77



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1697 Minutes of the Parish Council Meeting held on Tuesday, 13th March 2018

Present: Councillors Kay, Videlo, Matheson, Elliot, Gold and Reid,
and one member of the public

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllr Archer (working/holiday), SCC Cllr O'Brien and SCDC Cllr Harvey (both attending meetings elsewhere)

- 2 **DECLARATIONS OF INTEREST** – None

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests as required – **None** (other than the two currently extant)

Parish Issues – an opportunity for members of the public to bring matters to the attention of the Council and for parishioners to seek guidance from the Council –

Mr. Barton was attending the meeting to answer questions that councillors may have had about his planning application in Item 5. The Chairman indicated that he would invite comments from Mr. Barton during discussion of that item

To **RECEIVE** reports from:

- a) **Suffolk County Councillor O'Brien** – Report noted (attached).
- b) **Suffolk Coastal District Councillor Harvey** Report noted (attached)
- c) **Suffolk Police** – a limited report provided from the Suffolk Police website (Noted) The Clerk was instructed to write to SCC Cllr O'Brien (in her capacity as Chair of the Police and Crime Panel), advising that, although there had been a (small) number of crimes in the area, there little to no timely information provided by the SNT report on the Suffolk Police website which seems wholly centered around Felixstowe.

- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council meeting held on 13th February 2018 – proposed by Cllr Kay, seconded by Cllr Gold and **AGREED** by all present at the meeting.

- 4 **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meetings held on 13th February 2018 – The Clerk was asked to contact Kirton and Falkenham Parish Council to share their experience in placing wooden bollards adjacent to the highway. Following that, the Clerk was instructed to write a second letter to SCC Highways about the installation of wooden bollards along Cliff Road, indicating that an absence of a response within four weeks would be deemed as agreement

- 5 To **CONSIDER** Planning Applications for **COMMENTS**:

DC/18/0684/FUL Land South West of Maybush Inn Cliff Road - A modest single storey, 2 bed-roomed unit with a floor area of 80m², to be let as holiday accommodation. Designed to sit comfortably within the landscape and taking design cues from boatyard vernacular, positioned within boat storage facility.

After considerable discussion and review of the application documents, the Parish Council recommended **REFUSAL** of the application for reasons stated in the attached report provided by the Planning Group – proposed by Cllr Elliot, seconded by Cllr Gold and **AGREED** by all

DC/18/0651/FUL Harbour View, Cliff Road - Proposed oak porch to front door with peg tile roof and brick plinths – it was confirmed that the application would pass without comment

To **MAKE ARRANGEMENTS** to deal with applications received after publication of the agenda

DC/18/1013/TCA Hut 12-13 Riverside - To reduce crown by up to 3m. and remove epicormic growth from main trunk. Works required following recent branch failure.

Noting the report from the Parish Tree Officer, it was **AGREED** to delegate the decision to her and to the Clerk to respond on behalf of the Parish Council. Proposed by Cllr Videlo, seconded by Cllr Reid, **AGREED** by all

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- 5+ **DC/18/1011/VOC Church Farm Mill Road** - Variation of Condition 3 - DC/12/0287/FUL - Erection of replacement dwelling and conversion of barn to provide an additional dwelling together with associated change of use of land to garden. Existing Caravan and Lean-to structures to be removed. It was **AGREED** to await the documents to consider further action.

To **NOTE** any application decisions received – see attached list

To **CONSIDER** any other planning-related information - **NONE**

- 6 To **CONSIDER** the co-option of a new councillor – an application to be a member of the Parish Council had been received, with a supporting statement, from Mrs Chris Lyon. It was with pleasure that Cllr Reid proposed the co-option of Mrs Lyon, that Cllr Videlo seconded it and **AGREED** by all. Cllr Lyon will take her place formally at the next meeting (the AGM) in May

- 7 To **APPROVE** the arrangements for the Annual Parish Meeting. After consideration of three options for the format of the meeting, it was **AGREED** that the first half of the meeting would continue as before (albeit with more abbreviated presentations). For the second half, invitations would be issued to seek two ten-minute presentations from local societies and groups, supported (where offered) by static displays in the rear part of the village hall. Lots would be drawn to select the two successful applicants, any others being offered the opportunity to make their presentations in future years. Those local organisations not wishing to participate would still be encouraged to provide a display at the APM and an annual report for posting on the Parish web site.

- 8 To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety issues

Ipswich Road – the vegetation cut-back was considered less than satisfactory, if only for the limited height of the cutting which meant that large vehicles would still be forced into the middle of the road, forcing on-coming vehicles to move off the road (where feasible) or to reverse to a suitable 'passing place'. However, the Clerk was instructed to write to SCC Highways to thank them for undertaking the work, but pointing out this matter, plus several other points relating to the diversions arising from the closure of the Ipswich Road (re the EA1 windfarm cable installation) – namely, the unsuitability of the narrow, often single-track alternative routes, the resulting damage to the verges in the Woodbridge and Mill Roads, the lack of effective signage for the diversions, and the absence of a suitable notice period to enable residents, local organisations and businesses to plan accordingly.

Village entrance crossroads – response from SCC Highways, suggesting use of Mr King's layout plan of January 2017 as a blueprint for (unfunded) pedestrian safety works

'Rural' Bollards, Cliff Road – Cllr Kay provided estimated costs and the Clerk would seek the necessary permits. A request for SCC approval still not yet responded to. Next steps as noted in Item 4

Village Way and Newbourne Road crossroads – holding replies received.

- 9 To **REVIEW** and **UPDATE**, where appropriate, the policies of the Parish Council – **Data Protection** – Further discussion took place against a background of still-evolving legislation. The Chairman provided a detailed analysis of the Parish Council's compliance with the GDPR and agreed to provide a Privacy Statement template in time for the next meeting where final arrangements for full compliance by May 25th would be made

10 CLERK AND RFO REPORT

To **UNDERTAKE** the annual evaluation of the Parish Council's Risk Management arrangements Having undertaken the annual review and noting that vacancies for specific responsibilities would aim to be filled at the AGM, the Risk Assessment and Management document was proposed by Cllr Kay, seconded by Cllr Videlo and **AGREED** by all.

To **CONSIDER** the disposal of the two metal filing cabinets. It was **AGREED** that the cabinets would be offer FOC on Waldringfielders, or otherwise disposed of as appropriate. Planning documents would be reduced to solely the retention of A3 plans for each property, all other documents being available on the SCDC Planning Portal. Other documents would be retained or archived.

Waldringfield Parish Council

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- 10+ To **CONSIDER** the expenditure relating to the SCC 2016/17 Locality Grant – it was **AGREED** that the Clerk should ask SCC Cllr O'Brien to allocate the grant of £750 to the replacement playing field gate
- To **RECEIVE** applications and **APPROVE** payments for community grants, if any - **NONE**
- To **CONSIDER** items of expenditure and sign cheques accordingly (*see separate list*). An additional payment of £254.70 for the Scribe accounting software was agreed and added to the list for approval. Total Payments - **£1,723.60** Total receipts - None
- To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation Balances held at Bank 28/02/18 - **£6,444.71** and Building Society as at 30/11/17 – **£7,716.01** - Adjusted balance **£12,594.15 (as at 8/3/18)** after non-presented cheques and receipts.
- It was **RESOLVED** to accept the items of expenditure together with Accounts/Budget and the Bank Reconciliation (the latter as examined by Cllr Reid) and these were signed accordingly. Proposed by Cllr Kay, seconded by Cllr Reid and all **AGREED**.
- 11 To **CONSIDER** any Correspondence received before the meeting – *Noted as attached*. The reported damaged grit bin would be removed by the Handyman, to disperse the grit to nearby bins
- 12 **PARISH MATTERS for next Agenda** – Annual Salary Review (in camera) / Data Protection
13. Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, to **RESOLVE** that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during the consideration of **Item 14** (Annual staff review - deferred)
14. To **UNDERTAKE** the deferred Annual Review of staff contracts - **DEFERRED**

The Chairman closed the meeting at 9.45 pm

REVIEW OF ACTION POINTS AS AT 25th March 2018

(Abbreviated notes from action points of November 2016)

In progress – Proposed change to Footpath 10 Brightwell together with associated circular route. Nothing feasible for the time being. (11/2/2014) Further action deferred. Now part of CEG Land South and East of Adastral Park application

Ongoing - Road safety and lawful use of footpaths Road Safety - report sent to SCC Highways re Village entrance crossroads via Cllr P O'B. SCC Highway's recommendations received / responses agreed by Parish Council. Response from SCC Highways, suggesting use of Mr King's layout plan of January 2017 as a blueprint for (unfunded) pedestrian safety works

COMPLETED - Ipswich Road hedgerows – 21st / 22nd February. **NEW ACTION**. Clerk to write to SCC Highways, requesting a further cut after the nesting season to ensure that overhanging trees and bushes were cut to the stator height to enable the free passage of tall vehicles

Ongoing - Footpaths River Wall footpath. **ACTION**: SCC to erect sign in due course

Ongoing - Village Way SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project. Consultation completed in April/draft drawings produced – SCC Kier seeking tenders, but only on original specifications (not subsequent suggestions by WPC) as budget fully-utilised **ACTION** – Now re-registered with a (new) case number by SCC – design work ongoing but request for update sent to SCC LHB team by Mr Chenery

Ongoing – Village AONB Sign – The Parish Council asked Cllr Reid to take the matter forward on suitable options (including an aesthetic location), using the opportunity with SCC to seek a reduction in the clutter of signs at the Newbourne Road crossroads. Simon Amstutz, AONB Manager at SCC responded, stating that "when we get a chance to develop this project, we will be talking to all interested stakeholders, so please do not fear not being able to influence the project". **ACTION** – Cllr Reid to follow up.

SUFFOLK COASTAL PLANNING DECISION LIST

April 2018

Non Material Amendment of DC/18/0398/FUL - Proposed single storey rear extension - Slight change to rear elevation window 3 rooflights Proposed window in existing dwelling
Rockhopper Cliff Road Waldringfield IP12 4QL

Ref. No: DC/18/1445/AME | Received: Fri 06 Apr 2018 | Validated: Tue 10 Apr 2018 |

Status: Application Permitted

Proposed oak porch to front door with peg tile roof and brick plinths

Harbour View Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL

Ref. No: DC/18/0651/FUL | Received: Mon 12 Feb 2018 | Validated: Mon 12 Feb 2018 |

Status: Application Permitted

Demolition of existing buildings on the Chapel Works industrial area and the redevelopment of the site for 16 residential dwellings; the development of the golf course practice area for 33 age-restricted dwellings and 24 holiday chalets; together with landscaping, car parking, supporting infrastructure and the continued use of the existing points of vehicular access into the application site from Newbourne Road.

Waldringfield Golf Club And Chapel Works Site Newbourne Road Waldringfield IP12 4PT

Ref. No: DC/18/0180/FUL | Received: Mon 15 Jan 2018 | Validated: Mon 15 Jan 2018 |

Status: Application Withdrawn

May 2018

Retrospective Application - Single and two storey rear extension and associated elevational alterations.

Ebbtide Cliff Road Waldringfield Suffolk IP12 4QL

Ref. No: DC/18/1170/FUL | Received: Mon 19 Mar 2018 | Validated: Mon 19 Mar 2018 |

Status: Application Permitted

T1 Oak To reduce crown by up to 3m. and remove epicormic growth from main trunk. Works required following recent branch failure.

Hut 12-13 Riverside Waldringfield Suffolk

Ref. No: DC/18/1013/TPO | Received: Thu 08 Mar 2018 | Validated: Fri 09 Mar 2018 |

Status: Application Permitted

Update on the 2000 houses plus schools, shops etc at Adastral Park

In January of this year SCDC Planning Committee voted to approve the Adastral Park Outline Planning Application. The official approval document was issued in April and contains the details of the many “conditions” imposed on the applicants. In addition, the final agreement regarding the Section 106 contributions has now been published. Both documents are available on the SCDC website via the following links.

<http://publicaccessdocuments.eastsuffolk.gov.uk/NorthgatePublicDocs/01384066.pdf>

<http://publicaccessdocuments.eastsuffolk.gov.uk/NorthgatePublicDocs/01389423.pdf>

The documents run to some 170 pages but a selection of the key points are as follows:

The new T Junction onto the A12 will be constructed during phase 1 and will be operational before any houses are occupied.

As a result, CEG has decided to reschedule the phasing of the development, the 1st phase now being in the South West area of the development.

Work on the internal infrastructure, the “Main Boulevard” etc will be starting shortly.

Construction work on the first houses is expected to start in early 2019.

The existing Bretts entrance will be used by construction traffic – this access road will be brought up to highway standards before the school is open and before any houses are built which front onto that access road.

The initial school provision is scheduled to open when the first 2/300 houses are occupied.

Work on the central greenspace will be started during phase 1.

Details of the “downgrading” of the Ipswich Rd western access road are outlined in “condition” 43

Changes to the Foxhall R/about (installation of traffic lights etc) will not happen until 600 houses are occupied.

Changes to the Martlesham r/about will not happen until 1500 houses are occupied.

Representatives from the local Parish Councils will be meeting regularly with the developers and SCDC as part of the liaison group. We will continue to monitor and try to influence the ongoing details of this application as the “reserved matters” come forward.

The final piece of news is that the Adastral Park New Town is to be known as “Brightwell Lakes”.



DATA PRIVACY NOTICE

Waldringfield Parish Council

Introduction

A new law called the General Data Protection Regulation ('GDPR') governing the processing of personal data came into effect on the 25th May 2018. Waldringfield Parish Council ('WPC') must comply with its requirements, just like any other organisation. A description of what personal data WPC processes and for what purposes is set out in this Privacy Notice. It also describes your rights with regard to personal data WPC holds.

WPC only holds the minimum data necessary to carry out its duties, and will always endeavour to process that data lawfully, keep it secure and uphold your rights over your personal data, as described below.

Your personal data – what is it?

"Personal data" is any information about a living individual which allows them to be identified from that data (for example a name, photographs, videos, email address, or address). Identification can be directly using the data itself or by combining it with other information which helps to identify a living individual.

Who are we?

This Privacy Notice is provided to you by Waldringfield Parish Council (WPC), which is the data controller for your data. This means it decides how your personal data is processed and for what purposes

Other data controllers WPC works with

We may need to share your personal data we hold with other organisations so that they can carry out their responsibilities to WPC. If we and the other data controllers are processing your data jointly for the same purposes, then WPC and the other data controllers may be "joint data controllers" which mean we are all collectively responsible to you for your data. Where each of the parties are processing your data for their own independent purposes then each of us will be independently responsible to you and if you have any questions, wish to exercise any of your rights (see below) or wish to raise a complaint, you should do so directly to the relevant data controller.

WPC will process some or all of the following personal data where necessary to perform its tasks:

- Names, titles, and aliases, photographs
- Contact details such as telephone numbers, addresses, and email addresses
- Where they are relevant to the services provided by WPC, or where you provide them to us, we may process information such as gender, age, marital status, nationality, education/work history, academic/professional qualifications, hobbies, family composition, and dependants

The reasons for processing the different types of data, and the legal basis for processing them are shown below:

Type of Data	Purpose	Legal Basis of Processing
Name, address, phone number, email address	Communication with member of the public	Public task. Parish Councils have a statutory obligation to communicate with members of the public, to keep them informed of parish issues and address parishioners' concerns.
Name, address, phone number, email address	List of deliverers of the parish newsletter	Public task. As above.
Name, company address, company phone number, company email address	Communication with company providing services to WPC.	Contract. Parish Councils need to pay for services to fulfil their legal obligations to maintain council facilities, e.g. grass cutting, play equipment maintenance.
Name, organisation's address, organisation's phone number, organisation's email address	Communication with officer or member of local government organisation (e.g. SCC, SCDC, AONB, DEP, etc.)	Public task. Parish Councils need to communicate with officers or members of local government organisations, e.g. on planning issues.

WPC will comply with data protection law. This says that the personal data we hold about you must be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.
- Kept and destroyed securely including ensuring that appropriate technical and security measures are in place to protect your personal data to protect personal data from loss, misuse, unauthorised access and disclosure.

We use your personal data for some or all of the following purposes:

- To deliver public services including to understand your needs to provide the services that you request and to understand what we can do for you and inform you of other relevant services
- To confirm your identity to provide some services
- To contact you by post, email, telephone or using social media (e.g. Waldringfielders)
- To help us to build up a picture of how we are performing
- To prevent and detect fraud and corruption in the use of public funds and where necessary for the law enforcement functions
- To enable us to meet all legal and statutory obligations and powers including any delegated functions
- To carry out comprehensive safeguarding procedures (including due diligence and complaints handling) in accordance with best safeguarding practice from time to time with the aim of ensuring that all children and adults-at-risk are provided with safe environments and generally as necessary to protect individuals from harm or injury
- To promote the interests of WPC
- To maintain our own accounts and records
- To seek your views, opinions or comments
- To notify you of changes to our facilities, services, events and staff, councillors and other role holders
- To send you communications which you have requested and that may be of interest to you. These may include information about campaigns, appeals, other new projects or initiatives
- To process relevant financial transactions including grants and payments for goods and services supplied to WPC
- To allow the statistical analysis of data so we can plan the provision of services.

What is the legal basis for processing your personal data?

WPC is a public authority and has certain powers and obligations. Most of your personal data is processed for compliance with a legal obligation which includes the discharge of WPC's statutory functions and powers. Sometimes when exercising these powers or duties it is necessary to process personal data of residents or people using WPC's services. We will always take into account your interests and rights. This Privacy Notice sets out your rights and WPC's obligations to you.

We may process personal data if it is necessary for the performance of a contract with you, or to take steps to enter into a contract. An example of this would be processing your data in connection with maintenance work undertaken by you for WPC.

Sometimes the use of your personal data requires your consent. We will first obtain your consent to that use.

Sharing your personal data

This section provides information about the third parties with whom WPC may share your personal data. These third parties have an obligation to put in place appropriate security measures and will be responsible to you directly for the manner in which they process and protect your personal data. It is likely that we will need to share your data with some or all of the following (but only where necessary):

- The data controllers listed above under the heading "Other data controllers WPC works with".
- Our agents, suppliers and contractors. For example, we may ask a commercial provider to publish or distribute newsletters on our behalf.
- On occasion, other local authorities or not for profit bodies with which we are carrying out joint ventures e.g. in relation to facilities or events for the community.

How long do we keep your personal data?

We will keep some records permanently if we are legally required to do so. We may keep some other records for an extended period of time. For example, it is currently best practice to keep financial records for a minimum period of 8 years to support HMRC audits or provide tax information. We may have legal obligations to retain some data in connection with our statutory obligations as a public authority. WPC is permitted to retain data in order to defend or pursue claims. In some cases the law imposes a time limit for such claims (for example 3 years for personal injury claims or 6 years for contract claims). We will retain some personal data for this purpose as long as we believe it is necessary to be able to defend or pursue a claim. In general, we will endeavour to keep data only for as long as we need it. This means that we will delete it when it is no longer needed.

Your rights and your personal data

You have the following rights with respect to your personal data:

When exercising any of the rights listed below, in order to process your request, we may need to verify your identity for your security. In such cases we will need you to respond with proof of your identity before you can exercise these rights.

1) The right to access personal data we hold on you

At any point you can contact us to request the personal data we hold on you as well as why we have that personal data, who has access to the personal data and where we obtained the personal data from. Once we have received your request we will respond within one month.

There are no fees or charges for the first request but additional requests for the same personal data or requests which are manifestly unfounded or excessive may be subject to an administrative fee.

2) The right to correct and update the personal data we hold on you

If the data we hold on you is out of date, incomplete or incorrect, you can inform us and your data will be updated

3) The right to have your personal data erased

If you feel that we should no longer be using your personal data or that we are unlawfully using your personal data, you can request that we erase the personal data we hold. When we receive your request we will confirm whether the personal data has been deleted, or the reason why it cannot be deleted (for example because we need it to comply with a legal obligation).

4) The right to object to processing of your personal data or to restrict it to certain purposes only

You have the right to request that we stop processing your personal data or ask us to restrict processing. Upon receiving the request we will contact you and let you know if we are able to comply or if we have a legal obligation to continue to process your data.

5) The right to data portability

You have the right to request that we transfer some of your data to another controller. We will comply with your request, where it is feasible to do so, within one month of receiving your request

6) The right to withdraw your consent to the processing at any time for any processing of data to which consent was obtained

You can withdraw your consent easily by telephone, email, or by post (see Contact Details below)

7) The right to lodge a complaint with the Information Commissioner's Office.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Transfer of Data Abroad

Any personal data transferred to countries or territories outside the European Economic Area ("EEA") will only be placed on systems complying with measures giving equivalent protection of personal rights either through international agreements or contracts approved by the European Union. [Our website is also accessible from overseas so on occasion some personal data (for example in a newsletter) may be accessed from overseas].

Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

Changes to this notice

We keep this Privacy Notice under regular review and we will place any updates on this web page <http://waldringfield.onesuffolk.net/parish-council/council-documents-online/> . This Notice was last updated in May 2018.

Contact Details

Please contact us if you have any questions about this Privacy Notice or the personal data we hold about you or to exercise all relevant rights, queries or complaints at:

David Lines

43, Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

Email: pc.waldringfield@googlegmail.com

Tel: 01255 678888 (with voicemail)

PROPOSAL FORM

Community Infrastructure Levy Proposal Form

Submit a local infrastructure project for funding from the Community Infrastructure Levy

Suffolk Coastal and Waveney District Councils both have a Community Infrastructure Levy (CIL), which charges developers on most types of new buildings. The funds raised are spent on infrastructure provision to support development planned in the two Councils' respective Local Plans. The Levy largely replaces the old system of Section 106 planning obligations. However, Section 106 will still be used for some site specific infrastructure and affordable housing.

This form provides an opportunity to propose a local infrastructure project to receive funding raised by the Community Infrastructure Levy. The types of projects that Community Infrastructure Levy funds can be spent on are listed in the Regulation 123 lists, which are adopted and published separately by both Councils and can be found at www.eastsuffolk.gov.uk/CIL. Community Infrastructure Levy funds cannot be used to reduce existing funding deficits unless it can be proven that these have been exacerbated by new development. Funding can be spent on projects outside of Suffolk Coastal and Waveney if these projects bring benefits to development in either of these two Districts. *Please note: Community Infrastructure Levy funds are limited and not all project proposals will receive funding.*

Completed forms should be sent by email or post to:

Proposals in Suffolk Coastal District:

suffolkcoastallocalplan@eastsuffolk.gov.uk

Suffolk Coastal District Council
Planning Policy and Delivery Team
East Suffolk House
Riduna Park
Station Road
Melton
Suffolk
IP12 3RT

☎ 01394 444588

Proposals in Waveney District:

waveneylocalplan@eastsuffolk.gov.uk

Waveney District Council
Planning Policy and Delivery Team
Riverside
4 Canning Road
Lowestoft
Suffolk
NR33 0EQ

☎ 01502 523065

Suffolk Coastal & Waveney District Councils



in partnership
eastsuffolk.gov.uk

SUFFOLK COASTAL DISTRICT COUNCIL

COMMUNITY INFRASTRUCTURE LEVY

REGULATION 123 LIST

May 2015

- 1 Regulation 122 and 123 of the Community Infrastructure Levy Regulations 2010 (as amended) place limitations on the Council's ability to use planning obligations to fund the provision of infrastructure across the district.
- 2 As a charging authority, Suffolk Coastal District Council is required by Regulation 123(2) to publish a list of infrastructure projects or types of infrastructure that it intends will be, or may be, wholly or partly funded by CIL.
- 3 The list below sets out those infrastructure projects/types that Suffolk Coastal District Council intends to use funds generated via the CIL Charging Schedule to contribute towards. Developer contributions in the form of planning obligations will not be sought for the projects/types of infrastructure detailed below.
- 4 The CIL Regulations 2010 (as amended) state that as Charging Authority, Suffolk Coastal District Council is required to pass 15% or 25% (where a Neighbourhood Plan has been 'made') directly onto local communities. The money passed onto local communities can be spent on a wider range of items than detailed on the Regulation 123 List. The Charging Authority can also use up to 5% of the CIL funds to cover the costs of administering CIL.
- 5 Aside from the funds passed on to local communities and the administrative charges, the District Council controls the CIL fund and ultimately has responsibility for determining the infrastructure projects it will be spent on. Suffolk Coastal District Council will review this list at least once a year, as part of the CIL monitoring, collection and spending of funds across the district.

Regulation 123 List - Infrastructure that may be funded by CIL and will not be sought through planning obligations
Strategic highway improvements including strategic cycling and pedestrian infrastructure
Provision of library facilities
Provision of additional pre-school places at existing establishments
Provision of primary school places at existing schools
Provision of secondary, sixth form and further education places
Provision of health facilities
Provision of police infrastructure
Provision of fire service infrastructure
Provision of ambulance service infrastructure
Provision of leisure and community facilities
Provision of off site open space
Maintenance of open space
Strategic air quality improvements
Strategic green infrastructure
Strategic flooding and coastal defence works
Provision of waste infrastructure
<p>Adastral Park – it is expected that the proposed development at Adastral Park will provide the following infrastructure which will be delivered through planning obligations (and not CIL) relating specifically to that development:</p> <ul style="list-style-type: none"> • Pre-school provision • Primary school provision • Secondary school provision • Electricity network undergrounding and upgrading • Sewerage pumping station • Health centre • Community hall/facilities • Library provision • Indoor sports hall • Allotments • Play areas • Open space provision to mitigate impact of development on designated European nature conservation sites. • Improvements to highway network • Improvements to public transport linkages

Please note – the inclusion of an item on this list does not signify a commitment from the Council to fund all the projects or types of infrastructure listed, or the entirety of any project through funds generated by CIL. The order of items in the table does not imply any order of preference for spend.

ENDS

Item 20—next two pages

Waldringfield Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
6	Salaries	09/05/2018		Barclays Community A	101085	Salary	Mr D Lines	X	363.65	0.00	363.65
7	Stationery/Mileage/Etc.	09/05/2018		Barclays Community A	101086	Travel Expenses	Mr D Lines	X	24.00	0.00	24.00
8	Post and telephone	09/05/2018		Barclays Community A	101086	Postage	Mr D Lines	E	8.06	0.00	8.06
9	Grass cutting (field)	09/05/2018		Barclays Community A	101087	Grass-cutting -field	SCL Landscape Management	S	120.00	24.00	144.00
10	Repairs/Maintenance	09/05/2018		Barclays Community A	101088	Tree Surgery	Proasis	X	390.00	0.00	390.00
11	Repairs/Maintenance	09/05/2018		Barclays Community A	101088	Grit Bin removal	Proasis	X	45.00	0.00	45.00
12	Membership Subs re LGA s11	09/05/2018		Barclays Community A	101089	Annual Subscription	SALC	X	250.13	0.00	250.13

Waldringfield Parish Council

1,224.84

A	Bank Reconciliation at 09/05/2018		
	Cash in Hand 01/04/2018		
			14,266.85
	ADD		
	Receipts 01/04/2018 - 09/05/2018		7,382.40
	SUBTRACT		21,649.25
	Payments 01/04/2018 - 09/05/2018		2,118.61
	Cash in Hand 09/05/2018		19,530.64
	(per Cash Book)		
B	Cash in hand per Bank Statements		
	Cash	01/04/2017	0.00
	Barclays Community Account	30/04/2018	12,289.47
	Ipswich Building Society	31/03/2018	7,716.01
	Less unrepresented cheques As attached		20,005.48
			1,224.84
	Plus unrepresented receipts As attached		18,780.64
			750.00
	Adjusted Bank Balance		19,530.64

Waldringfield Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

Cost Centre A - Receipts

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Estimated	Actual	Variance	Estimated	Actual	Variance	
28	Precept	13,212.00	6,606.00	-6,606				-6,606
29	Council Tax Support Grant							
30	SCC Locality Grant	750.00	750.00					
31	SCC Footpaths Grant	175.30		-175				-175
32	Recycling							
33	Equipment Hire							
34	SCC Q of Life Budget							
35	SCDC Community Enabling Fund							
36	Bank Interest	90.00		-90				-90
37	Grants and Donations							
38	Advertising income	400.00		-400				-400
39	VAT Refund							
SUB TOTAL		14,627.30	7,356.00	-7,271				-7,271

Cost Centre B - Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Estimated	Actual	Variance	Estimated	Actual	Variance	
1	Salaries				4,365.00	727.30	3,638	3,638
2	PAYE/NI				1,090.00		1,090	1,090
3	Stationery/Mileage/Etc.				500.00	36.00	464	464
4	Post and telephone				70.00	19.78	50	50
5	Newsletter re 1972 LGA s142				400.00		400	400
6	Village Hall hire				250.00		250	250
7	Insurance				365.00		365	365
8	Membership Subs re LGA s111				440.00	250.13	190	190
9	Audit				128.00		128	128
10	Chairman's Expenses				50.00		50	50
11	Training		22.00	22	200.00	22.00	178	200
12	Election Costs							
40	Website/Scribe Fees				350.00		350	350
42	Professional Services				500.00	400.00	100	100
SUB TOTAL			22.00	22	8,708.00	1,455.21	7,253	7,275

Cost Centre C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Estimated	Actual	Variance	Estimated	Actual	Variance	
13	Handyman's Wages							
14	Grass cutting (field)				780.00	120.00	660	660
15	Mole catching (field)				200.00		200	200
16	Repairs/Maintenance				2,000.00	435.00	1,565	1,565
17	Footpath Maintenance				400.00		400	400
18	Locality Grant Spend				750.00		750	750
19	SCC Quality of Life							
20	SCDC Community Enabling Fund							
41	AONB Grant Payments							
SUB TOTAL					4,130.00	555.00	3,575	3,575

Cost Centre D - Grants - s137/72 & s19 MPA76

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Estimated	Actual	Variance	Estimated	Actual	Variance	
21	General Grants				1,750.00		1,750	1,750
22	Church Field				400.00		400	400
23	Village Hall LGA				500.00		500	500
24	All Saints Church				750.00		750	750
25	WildlifeGroup				100.00		100	100
SUB TOTAL					3,500.00		3,500	3,500

Cost Centre F - Miscellaneous

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Estimated	Actual	Variance	Estimated	Actual	Variance	
26	Miscellaneous							
SUB TOTAL								

NET TOTAL	14,627.30	7,378.00	-7,249	16,338.00	2,010.21	14,328	7,078
V.A.T.		4.40			108.40		
GROSS TOTAL		7,382.40			2,118.61		



Waldringfield Parish Council

Parish Clerk: David Lines

43 Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

E: pc.waldringfield@googlemail.com

T: 01255 678888 (with voicemail)

www.waldringfield.onesuffolk.net/parishcouncil

May 15th 2018

(If you wish to have more information on any of the following items, please contact the Clerk)

1. **Community Action Suffolk** – Membership renewal completed (FOC). **REQUEST for donation**
2. **Environment Agency** - seeking **new Members** to join the Anglian (Eastern) Regional Flood and Coastal Committee (RFCC).
3. **Boundary Commission** – presentation re merger of SCDC and WDC - Friday, 22 June 2018 (5 – 7pm)
4. **Various residents** – Trees cut down in Village Way
5. **Suffolk Preservation Society** - verifying interest in a Planning Training Seminar re Landscape Issues