



Waldringfield

Parish Council

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1773 Minutes of the Parish Council Meeting held on Tuesday 10th December 2019

In attendance: Councillors Kay, Elliot, Lyon, Reid, Archer and Matheson
3 members of the public
Clerk: Rebecca Todd

1. To **RECEIVE** apologies for absence – Cllr Gold (personal), SCC Cllr O'Brien, ESC Cllr Kerry (work)
2. To **RECEIVE** declarations of interest – Cllrs Reid and Lyon (item 7, non-pecuniary, as trustees of the Village Hall).

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** non-delegated DPI dispensations requested by a councillor – none.

Parish Issues – An opportunity for parishioners to bring matters to the attention of the Parish Council and for parishioners to seek guidance from the Council.

Three members of the Waldringfield History Group were in attendance, to present the History Group's new 'Project 2020 Vision'. This will be a record of the present day, as a gift for the future, capturing various aspects of village life; it will be revisited in 20 years. Other local interest groups will be co-operating, and it is hoped the school will be involved (for example, by burying a time capsule). Cllr Kay agreed to contribute a snapshot of the work of the current Parish Council. The History Group proposed to officially launch the project at the Annual Parish Meeting, which was welcomed by councillors. It was clarified that the Project 2020 Vision will be separate to the history book which will be produced; the book will capture historical Waldringfield using official records and local knowledge. Cllr Kay advised that minutes are available on the village website. Cllr Elliot suggested the History Group contact Community Action Suffolk, for help in managing the delivery of the new project, as CAS (then ACRE) assisted with the Parish Plan.

3. To **RECEIVE** reports from:
SCC Cllr Patricia O'Brien
Councillors noted the content of the report, particularly the high number of reported incidences of domestic violence.
ESC Cllrs Richard Kerry & Melissa Allen
Councillors noted the content of the report.
Suffolk Police
The Clerk downloaded and circulated the interactive crime map data, along with the latest SNT newsletter (see supporting documents).
4. To **APPROVE** the minutes of the Parish Council Meeting held on **12th November 2019**. A minor correction was made to the date of the Village Hall committee meeting (9th rather than 7th December) and 'pre-war' was inserted as follows 'There were previously allotments in the village, on three sites pre-war.' After the amendments, acceptance was proposed by Cllr Kay, seconded by Cllr Elliot and approved by all who had been present at the meeting.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **12th November 2019** – see supporting documents. Councillors were disappointed with the lack of correspondence from Norse, regarding works to the playing field. It was agreed the Clerk would call Norse, stressing that a lack of action would result in a need to escalate the issue to ESC councillors. Cllr Archer noted that the playing field inspections were completed by 'The Play Inspection Company' and suggested the Parish Council might contact them directly, should communication problems with Norse continue. Regarding online banking, Cllr Kay said he had spoken to Barclays but, unless the Clerk is a signatory, she cannot have access to the records. The Clerk will ask SALC how other councils deal with online banking. Barclays are sending a form for the signatories to sign in order to be sent a debit card. The Clerk said this may negate the need for online banking.
6. To **CONSIDER** Planning Applications for **COMMENTS. DC/19/4551/FUL River Cottage, 5 Church Meadows** – extension of the existing south east gable wall by 2.0m including the reuse of existing window with all materials and detailing it to match the existing property. Standard consultation expiry date 16th December. Case Officer Jamie Behling. Cllr Elliot had studied the

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plans in advance of the meeting and highlighted the proposed changes to other councillors. As the application is for a modest extension, Cllr Elliot proposed the Parish Council supports the application, which was seconded by Cllr Kay and agreed by all. The Clerk will write to Planning.

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda. None.

To **NOTE** any application decisions received – see separate list. Noted. Councillors were disappointed by the Eureka appeal decision but were pleased to see protection of the TPO oak tree as a condition (condition 20). Cllr Elliot suggested the Clerk asks ESC Cllr Allen – as a member of the Planning Committee – to ensure a protection plan is in place before work commences.

To **RECEIVE** any other planning information. None.

7. To **CONSIDER** and **APPROVE** a grant from the Parish Council towards the purchase of a defibrillator at the Village Hall and **APPROVE** the acceptance of grants of £650 each from ESC Cllrs Kerry and Allen towards the project. Councillors were unanimously pleased to accept the grants awarded by councillors Kerry and Allen. Cllrs Reid and Lyon explained that the Village Hall committee met on 9th December and agreed to locate the defibrillator in the outer lobby, pay for the ongoing cost of electricity to heat the defibrillator cabinet and contribute half of the ongoing maintenance costs (ie pads which are replaced every 2 years and the battery which lasts approximately 4 years). However, the Village Hall views the defibrillator as the property of the Parish Council, to be covered by Parish Council insurance. Tony Lyon and John Smith have kindly agreed to carry out the routine checks and reporting functions. Upon discussing costs, Cllr Archer (as a qualified electrician) kindly agreed to install the defibrillator at cost (potentially saving £200, which is the installation cost quoted by the Community Heartbeat Trust). As the shortfall after grants is now expected to be £20 (subject to Cllr Archer's costs), the Parish Council agreed – proposed by Cllr Archer, seconded by Cllr Kay and agreed by all – to fund the shortfall. The Clerk will complete the grant paperwork and order the defibrillator. Cllr Archer said he would be unavailable to install the defibrillator during February.
8. To **CONSIDER** and **RECEIVE** updates/reports on public rights of way, verges and road safety matters. Councillors noted the information sent by Natural England regarding the England Coast Path (see supporting documents). Cllr Elliot said she believes the route proposed is appropriate, as it keeps people safe away from roads and avoids the pre-existing breaches in the river wall. Cllr Elliot highlighted supportive data from the Parish Plan, which states that '82% of respondents said they were in favour of rerouting the riverside footpath around the breaks, in order to provide again a continuous footpath to Woodbridge and Felixstowe...' Cllr Kay proposed the Clerk writes to Natural England supporting the route, seconded by Cllr Elliot, agreed by 3 other councillors, with 1 vote against. A formal 8-week consultation will be undertaken by Natural England in due course.
9. To **CONSIDER** updates on or quotations received relating to the playing field. Cllr Reid and Archer spoke about their preliminary meeting with Christine Fisher Kay. It was suggested that a piece of climbing equipment for older children (11-18-year-olds) would be investigated; costs look to be in the region of £15-20,000. Additional planting has been suggested, to enhance natural play. When a scoping document has been produced, the community will be consulted. Cllr Elliot outlined findings from the East Suffolk Council workshop she had attended, relating to youth engagement. Perhaps UK Youth (a national youth parliament) could be approached. A councillor from Leiston had been actively involved in creating a new play area, spearheading brain-storming sessions in school classrooms and using suggestion boxes; written surveys were not found to be effective. In order to proceed, the Clerk will chase Norse for a quotation to repair existing equipment.
10. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan (including the Emergency Plan). Cllrs Kay and Lyon, and John Smith, met with Keith Faulkner-Simpson, who outlined the new plan template, which is a slimline version of what currently exists. Cllr Kay will make relevant changes in the new year, focusing on core requirements. Cllr Lyon will investigate a 'grab bag' (containing, for example, torches and hi-vis jackets). The Clerk highlighted that NALC has suggested changes to the disciplinary and grievance procedures, which she will look into.

11. CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any. The annual request from All Saints' Church has been received, but this cannot be considered until the next financial year. Before the meeting, the Clerk had forwarded councillors information received via SALC, with guidance from NALC regarding grants related to church property (L01-18 Financial Assistance to the Church). In the covering email from the Senior Solicitor and Legal Services Manager of the National Association of Local Councils, it stated 'In early 2019 MHCLG [Ministry of Housing, Communities and Local Government] indicated informally that they agreed that the 1894 Act prohibited spending on church property although they did say that a view from the Government is not conclusive as only the courts can finally decide what a law means in detail.'

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly – see separate list. Cllr Archer scrutinised the documents and proposed acceptance, seconded by Cllr Kay and agreed by all. Cheques were signed by Cllrs Reid and Archer, with the exception of the grant cheque for the History Group (approved in November), which was signed by Cllrs Kay and Archer and presented earlier in the meeting.

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. Cllr Archer scrutinised the documents and proposed acceptance, seconded by Cllr Kay and agreed by all.

To **AGREE** the dates of the 2020 Parish Council meetings. It was agreed that meetings will take place on the second Tuesday of the month, with the exception of the Annual Parish Meeting, which will take place on 21st April, and the May meeting, which will be held on 19th May. Cllr Kay informed councillors he will be away for the January meeting, on 14th January.

To **APPROVE** the purchase of a yearly Office 365 subscription, for the Clerk's computer. Cllr Reid proposed acceptance, seconded by Cllr Lyon and agreed by all.

12. To **CONSIDER** any correspondence received before the meeting – see separate list. Noted. Councillors suggested the Clerk write regarding the increasingly large potholes in School Lane (a private road maintained by shared responsibility), as comments have been made.

13. **PARISH MATTERS** for the next meeting.

The Chair closed the meeting at 21.05pm.

REVIEW OF ACTION POINTS FROM THE MEETING

Project 2020 Vision – Cllr Kay to contribute a snapshot of the current work of the Parish Council.

Playing Field – the Clerk to call Norse to chase up a quotation for maintenance works, and ascertain when the last monthly inspection took place. The working group to meet again to produce a scoping document.

Bank – the Clerk to ask SALC for advice about online banking for Clerks. Once the mandate form has arrived, account signatories will be required to sign, to allow a debit card to be issued.

Review of Internal Financial Controls – to be arranged in the new year.

DC/19/4551/FUL River Cottage, 5 Church Meadows – the Clerk to write to Planning by 16th December, in support of the application.

Eureka – the Clerk to ask ESC Cllr Allen to ensure a protection plan is in place for the oak tree before work commences.

Defibrillator – the Clerk to complete grant paperwork and order the defibrillator. Cllr Archer to install the defibrillator when delivered.

England Coast Path – the Clerk to write to Natural England in support of the proposed route.

Policies – Cllr Kay to update the Emergency Plan. Cllr Lyon to investigate a 'grab bag'. The Clerk to look at changes to the disciplinary and grievance procedures.

School Lane Potholes – the Clerk to write.

SUPPORTING DOCUMENTS

ITEM 3

To **RECEIVE** reports from SCC Cllr Patricia O'Brien, ESC Cllrs Melissa Allen & Richard Kerry and Suffolk Police.

Suffolk County Report December 2019

Domestic abuse has become a major priority throughout the country and on 25 November, the annual White Ribbon Campaign to stop domestic violence was launched. The campaign runs until 10 December 2019. By wearing a white ribbon, supporters can make it clear that domestic violence and abuse against women should never be condoned. Paddy and Scott's Coffee have teamed up with a range of partners, including Suffolk Constabulary and Suffolk County Council, to support this year's campaign. Reporting domestic violence incidents to Suffolk police has increased over several years with more than 10,000 reports of domestic abuse over the past 12 months. Victims of domestic violence and abuse can call the 24-hour National Domestic Violence Freephone Helpline 0808 2000 247

From the end of January the long-delayed transfer of civil parking enforcement from the police to the local authorities is expected to take place. Parking fines will be the same across the whole of Suffolk from early next year, when stronger enforcement is set to take place. This means each council will be responsible for issuing parking fines, warnings and notices in their area. It is expected that once the powers transfer councils will be able to crackdown harder, than the police, on poor parking. A consistent approach is being planned for the whole county, meaning fines will be the same, regardless of which authority manages parking in that area.

The Stars of Suffolk Awards held on 7 November 2019 was launched 12 years ago and honours the county's bravest, dedicated and caring individuals. Hundreds of nominations were put forward, before the final 46 men, women, organisations were selected as finalists in the 13 categories.

A review is taking place into the implementation of the new school travel policy. The review, which is being headed up by Chief Fire Officer Mark Hardingham, will be delivered in two phases. In phase one the group will analyse a wide range of evidence from stakeholders using various approaches including: data analysis, document research, appeals evidence and outcomes, stakeholder group discussions, written statements and one-to-one interviews. The findings will then be put together in a report. In the second phase, the report will be reviewed. This may well lead to further work on changes to the implementation of the current School Travel Policy, or to elements of the Policy itself to ensure it operates more efficiently.

PATRICIA O'BRIEN

East Suffolk Report

Ward Councillors monthly newsletter – December 2019

Melissa Allen 07810 816018 melissa.allen@eastsuffolk.gov.uk

Richard Kerry 07903 301075 richard.kerry@eastsuffolk.gov.uk

Community projects receive funding boost

Following a successful application to East Suffolk Council's Enabling Communities 'Exemplar Grant Programme' earlier this year, 17 community projects have been chosen to each receive a share of £147,378 to help deliver projects and activities which will benefit East Suffolk residents. The selected projects include the refurbishment of local village halls and play areas, the construction of a Heritage Hut, theatre workshops to help disadvantaged groups engage with the arts and the delivery of a programme to tackling eating disorders in local schools. Since 2016, 68 community projects have benefitted from the Exemplar Grant Programme, receiving funding totalling £544,014.36. £160,000 was allocated for the 2019/2020 programme from the New Homes Bonus. Whilst applications for this round of the programme are now closed, local groups and organisations can still apply for funding to support their activities via the Council's 'Enabling Community Budgets' at www.eastsuffolk.gov.uk/enabling-communities-budgets.

East Suffolk Photo Competition is back

The popular photo competition, which celebrates the beauty of East Suffolk is back for a third year. Entries are open to anyone living in, working in or visiting East Suffolk. There are no categories this year – instead, amateur and professional photographers of all ages and abilities are invited to send their work to showcase the district's most scenic places and highlight what people love best about this beautiful part of the world. Entries close at 11.59pm on Saturday 30 November and the winners, which will be chosen by a panel of judges, will be announced in December.

Report recognises Council's climate change efforts

Members of East Suffolk Council's new Environment Task Group, set up in response to the Council's declaration of a climate emergency, met for the first time earlier this month to review a report from Groundwork Suffolk following an independent review of the Council's performance on reducing its carbon emissions. The report recognises the steps the Council has already taken to reduce carbon emissions by almost 23% over the last three years, including moving to its new energy efficient buildings in Lowestoft, which benefits from solar PV and Melton, which is heated by air-sourced heat pumps and installing solar PV at the recently refurbished Deben Leisure Centre and Leiston Leisure Centre. The report then goes on to identify areas that the Council will need to focus on to achieve its ambitious target of becoming carbon neutral by 2030. Small changes can make a big difference and the Council recently published a guide to help residents and businesses take steps to reduce their carbon emissions. To view the guide, go to www.eastsuffolk.gov.uk/environment/climate-change/ Free audits are also available for businesses in East Suffolk from Business Energy Efficiency Anglia to help them become more energy efficient. For more information, go to www.eastsuffolkmeansbusiness.co.uk/business-support/resources/business-energy-efficiency/.

Sale of empty properties will fund new housing

The first of three Lowestoft properties, which have stood empty for several years due to low demand from tenants has been put up for sale. The sale of these properties will remove the issues associated with long-term empty properties, such as anti-social behaviour, and encourage new families to the area. The decision, which was supported by the local community, was taken by Cabinet in October and proceeds will be reinvested into more suitable affordable housing in the town. The Council currently owns five 6-bedroomed properties in Cleveland Road, four of which are unoccupied. Due to low demand for homes of this size from families on the housing register, some of these properties have been empty for several years. This has resulted in their deterioration, as well as encouraging anti-social behaviour, such as vandalism, fly-tipping and squatting. Previous options considered for these properties included conversion into flats however Cleveland Road is within the 'flat saturation zone' so this was not a feasible option. Another proposal was for conversion into a supported housing scheme however this was declined due to planning policy.

Free festive parking

To coincide with Christmas lights 'switch-ons' and other festive events across the district over the coming weeks, East Suffolk Council is offering free parking in council-owned car parks at selected times on the following dates:

Aldeburgh

- Christmas Lights switch on – Saturday 7 December 10am – 6pm

Beccles – all council-owned car parks

- Christmas Lights switch on – Friday 29 November 4 – 6pm
- Saturday 14 December 2 – 5pm
- Saturday 21 December 2 – 5pm

Bungay – all council-owned car parks

- Friday 20 December 11am – 2pm
- Saturday 21 December 11am – 2pm
- Tuesday 24 December 10am – 12pm

Felixstowe – Highfield Road, Crescent Road and Ranelagh Road car parks

- Christmas Lights switch on – Saturday 23 November 2 – 6pm
- Saturday 21 December 9am – 1pm

Leiston – Sizewell Road and High Street car parks

- Christmas Fair – Saturday 30 November 10am – 2pm
- Christmas shopping – Saturday 2 December 12 – 4pm

Lowestoft – all council-owned car parks north of the Bascule Bridge, plus Clifton Road and Belvedere Road car parks

- Saturday 7 December 10am – 6pm

Oulton Broad – Nicholas Everitt and Boulevard car parks

- Carol Concert – Sunday 1 December 10am – 6pm

Wickham Market – The Hill long and short stay car parks

- Friday 20 December 2 – 6pm
- Tuesday 24 December 2 – 6pm

Woodbridge – Hamblin Road car park

- Saturday 14 December 12 – 4pm
- Saturday 21 December 12 – 4pm

Southwold – Ferry Road car park

- Christmas Lights switch on – Saturday 2 – 6pm

Signs will be in place on the tariff boards within each car park advising visitors of the free parking offer.

Celebrating East Suffolk's best building design

The winners of East Suffolk Council's 'Quality of Place Awards' were revealed at an awards ceremony on Wednesday 20 November, held at East Suffolk House in Melton. The awards recognise the efforts of people across the district to enhance the quality of the environment, by creating high-quality designs in both the built and natural environment and helping to conserve historic buildings. Nominations are judged on quality of design and detailing, quality of workmanship, use of materials and sustainability. To see the full list of winners, go to www.eastsuffolk.gov.uk/news/celebrating-east-suffolks-best-building-design/

Festive fun for all ages in Kesgrave

On Thursday 5 December, students from Kesgrave High School will be hosting their second 'Rockin' around the Christmas Tea!', a free event with student performances and activities designed especially for older members of the local community. The event is supported by the East Suffolk Communities Team and is taking place at the Gallery Cafe, Kesgrave High School between 2pm and 3.15pm.

World cycling championship coming to East Suffolk

Last month, the Union Cycliste Internationale (UCI) announced that the 2021 and 2022 event will be held at Trinity Park in East Suffolk. Ahead of this year's World Championships in Belgium, which begin on 29 November, 2021 and 2022 World Championship organiser Steve Grimwood, together with partners from East Suffolk Council and the Eastern Cyclo-Cross Association have announced the events will take place on 5 and 6 December 2021 and 4 and 5 December 2022. Suffolk has a strong track record of delivering major cyclo-cross events, including three national championships, an edition of the European Championships and numerous events registered on the UCI International Cyclo-Cross calendar. Most recently, the venue played host to round five of the 2018/19 HSBC UK Cyclo-Cross National Trophy Series.

Suffolk Police

Link to the latest newsletter (December 2019):

https://www.suffolk.police.uk/sites/suffolk/files/ceo_cc_december.pdf

The interactive crime map for October shows 2 reported crimes 'on or near' the Maybush car park: 'Other theft – includes theft by an employee, blackmail and making off without payment.' 'Under investigation.'

ITEM 5

MATTERS for REPORT from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **12th November 2019**.

Gorse on River Wall – the Clerk to draft a letter to the Trustees of Dairy Marsh Farm (to be approved by Cllr Kay), copying in the Environment Agency. DONE. ACKNOWLEDGMENT RECEIVED FROM EA

Defibrillator – the Clerk to forward the Community Heartbeat Trust quotation to Cllrs Kerry and Allen. Once the level of grant funding is known, the Clerk will forward this information to the Village Hall trustees, for them to make a grant decision (next meeting is 7th December). The Clerk to complete paperwork for Cllr O'Brien's grant. Cllrs Kerry & Allen have pledged £650 each. Clerk to complete paperwork.

DC/19/4095/TPO (TPO SCDC/03/00163 T8 oak located behind the 2 rows of beach huts – the Clerk to write to Planning to support the application. DONE

DC/19/4234/FUL Deben House, Cliff Road – Cllr Elliot to draft a response to Planning and forward to the Clerk; to reach Planning by 21st November. DONE

DC/19/4306/AME (non-material amendment of application DC/19/1588/FUL) 19 Village Way – the Clerk to write to Planning by 24th November in support of the application. DONE

Eureka Oak Tree – the Tree Warden to draft a letter to the developer/contractor, stressing the TPO on this tree and the requirement to protect it. The letter to be sent once work commences.

Possible Allotments – Cllr Kay to write a piece for the next Parish Newsletter (date for submissions to the Clerk is 15th November), asking if any landowners have a suitable plot of land to lease. Cllr Reid to speak to Walga about making an informal search for land. DONE

Maybush Payphone – the Clerk to recommend to Planning that the payphone is retained. DONE

PROW – the Clerk to speak with DEFRA about concerns relating to the bridleway, and to thank Martin Williams at PROW for work carried out in the village. DONE. TRADING STANDARDS DEAL WITH REPORTS OF DEAD FARM ANIMALS.

Playing Field – the Clerk to chase Norse for their quotation and ascertain timescale of agreed work. Cllrs Reid and Archer will arrange a meeting with Christine Fisher Kay, to draw up a scoping document, and seek opinions from villagers. DONE – NO RESPONSE FROM NORSE

Advertising – the Clerk to ask PR company if they wish to pay to advertise. DONE, NO RESPONSE

Waldringfield History Group Grant – the Clerk to draft a document, outlining the terms of the repayable grant. DONE

Budget – the Clerk to remove Manor Footpath reserve. DONE

2020-21 Precept – the Clerk to write to East Suffolk Council, requesting £13,574. DONE

Review of Internal Financial Controls – to be arranged in the new year. TO DO (WITH COUNCILLORS)

Barclays Debit Card – the Clerk and Cllr Kay to apply for a card and investigate online banking. WITH Cllr Kay

ITEM 6

To **NOTE** any application decisions received.

DC/19/4306/AME non material amendment of application DC/19/1588/FUL 19 Village Way – proposed alterations and extension. Application permitted.

Continued on next page...

Appeal Decision

Site visit made on 4 November 2019

by **M Chalk BSc (Hons) MSc MRTPI**

an Inspector appointed by the Secretary of State

Decision date: 22 November 2019

Appeal Ref: APP/J3530/W/19/3229396
Eureka, Cliff Road, Waldringfield IP12 4QL

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.
 - The appeal is made by Mr Geoff Livesey (Westgreen Commercial Ltd.) against the decision of Suffolk Coastal District Council.
 - The application Ref DC/18/3623/FUL, dated 31 August 2018, was refused by notice dated 22 March 2019.
 - The development proposed is demolition of existing dwelling and outbuildings. Erection of three houses and one bungalow. Alterations to existing access.
-

Decision

1. The appeal is allowed and planning permission is granted for demolition of existing dwelling and outbuildings, erection of three houses and one bungalow and alterations to existing access at Eureka, Cliff Road, Waldringfield, IP12 4QL in accordance with the terms of the application, Ref DC/18/3623/FUL, dated 31 August 2018 subject to the conditions set out in the attached schedule.

Preliminary Matters

2. Since the Local Planning Authority issued their decision, Suffolk Coastal District Council and Waveney District Council have merged to form East Suffolk Council.
3. Planning permission has previously been granted for three detached houses on this site. That is a consideration in the determination of this appeal.

Main Issues

4. The main issue is the effect of the proposed development on the character of the Area of Outstanding Natural Beauty (AONB).

Reasons

5. The appeal site lies within the Suffolk Coast and Heaths Area AONB. In accordance with paragraph 172 of the National Planning Policy Framework (the Framework) I have given great weight to the need to conserve and enhance landscape and scenic beauty in the AONB in determining this appeal.
6. The appeal site is surrounded by developed plots, with the primary school on two sides, and residential properties to the other sides. The local character is mixed, with a variety of building sizes, styles and separation distances between dwellings in the Cliff Road street scene. The appeal site is set back at the end of the access drive.

<https://www.gov.uk/planning-inspectorate>

7. The proposed development would be a more intensive development of the site than the previously approved schemes for three houses. The additional fourth dwelling would be located in the eastward spur of the site and would be a single-storey dwelling. That dwelling would not be a prominent feature when viewed from neighbouring properties due to its limited height. While the proposal would result in a more constrained form of development than on some surrounding plots, the proposed development would have a limited visual impact when seen from the public highway or neighbouring properties. The effect on the character of the AONB would not be harmful due to the limited visual impact.
8. The scale of the proposed development is therefore appropriate for this site, and it would not result in harm to the character of the AONB. The development is in accordance with the criteria of policies SP15, DM7 and DM21 of the Suffolk Coastal District Local Plan Core Strategy & Development Management Policies July 2013. Together these policies require development to protect and enhance the AONB and local character and be of an appropriate scale and layout. These policies broadly accord with the requirements of the Framework, and there is therefore no conflict between local and national policy.

Other Matters

9. Each of the four houses would have private garden space available, and a total of eight parking spaces would be provided. The development would provide vehicle turning space within the site for all the houses, and the Highways consultee has accepted that this would be sufficient for cars. With regard to larger vehicles such as delivery vans, I am satisfied based on the evidence provided that sufficient turning space would be available within the site.
10. Access to the site is via a single-width drive which meets Cliff Road next to one of the entrances to the neighbouring school. There is a protected tree at the entrance, which limits visibility to the left for vehicles exiting the site, and visibility is also somewhat limited by the fence and hedge along the boundary with School Cottage. However, the Highways consultee has not raised any objection to visibility at the access, and the development includes proposals to improve the footpath approaching the school from within Waldringfield. In addition, the site entrance is next to a speed bump, and during my visit I observed vehicles drive slowly as they approached this. Accordingly, the proposed development would not result in harm to highway safety.
11. The proposed development differs most significantly from the previously approved scheme in the introduction of an additional dwelling. This dwelling would be a single-storey in height with no windows or doors facing the boundary to the north, which is shared with the closest neighbouring properties. As a one-bedroom dwelling, I consider that it is not likely to result in additional harmful disturbance to neighbouring occupiers.
12. The proposed development would make no provision for affordable housing, but there is no evidence before me that any provision was sought by the Council.
13. The rear elevations and back gardens of the two-storey houses would face the boundary shared with the school playing field. Any occupiers of these houses would be aware of the proximity to the school, and of the potential for noise or overlooking from the pupils when outside.

14. The proposed development includes external oil tanks for each of the houses. I have not been provided with any evidence that there is a significant prospect of these being a fire risk. I do not have any evidence before me to show whether oil delivery vehicles would be able to turn on site. However, such deliveries are only likely to take place on an occasional basis, and I do not consider that this would represent a significant risk to highway safety. Similarly, access for emergency vehicles is only likely to be required rarely, and the Building Regulations specify necessary measures to be included in residential development if site access for fire appliances is restricted.
15. The proposed development would involve a more intensive use of the site, increasing the extent of hard surfacing. Given the relatively small scale of the site, and the benefits associated with providing additional housing, I do not consider that this warrants refusal of permission. No evidence has been submitted to show that the development would realistically be likely to result in increased surface water flooding on Cliff Road.
16. A third party has questioned the accuracy of the submitted plans as they relate to the width of the access. I have no reason to dispute the accuracy of the plans, and in any case have based my decision on the site having a single-width driveway, which is not in dispute.

Conditions

17. I have considered the conditions recommended by the Council, which include standard conditions relating to the commencement of development and confirmation of the approved plans. I have omitted the reference to a plan showing the elevations of the existing buildings, as I do not have that plan in evidence before me.
18. I have attached conditions relating to external materials and boundary treatments, which are appropriate given the sensitive nature of the AONB. Conditions requiring completion of the highway and driveway improvements and details of the turning space for delivery vehicles within the site are appropriate and necessary in the interests of highway safety.
19. A condition relating to a construction method statement is imposed to avoid construction traffic causing disturbance and highway safety issues. I have amended the wording of the condition to clarify that the statement should be submitted and approved prior to demolition commencing on site. I attach a condition relating to bin storage, which is appropriate to prevent bins obstructing the highway, and a condition relating to discovery of unsuspected contamination which is necessary given the more intensive residential development proposed.
20. I have imposed one further condition. A condition requiring that appropriate methods be used to prevent harm to the protected tree at the entrance of the site is necessary to preserve it in the street scene and surrounding area and prevent harm arising from construction works. This has been reviewed and accepted by both parties, as has the condition relating to on-site turning space.

Conclusion

21. For the reasons given above I conclude that the appeal should be allowed.

M Chalk

INSPECTOR

Schedule of conditions

1. The development hereby permitted shall be begun within a period of three years beginning with the date of this permission.
2. The development hereby permitted shall be completed in all respects strictly in accordance with the following approved drawings: 5207 4 Revision A, 5207 5, 5207 6, 5207 7, 5207 8.
3. The materials and finishes shall be as indicated within the submitted application and thereafter retained as such, unless otherwise agreed in writing with the local planning authority.
4. The dwellings hereby permitted shall not be occupied until internal and external boundary treatments have been put in place according to a scheme that has been submitted to and approved in writing by the local planning authority.
5. The dwellings hereby permitted shall not be occupied until the improvements to the highway and driveway have been constructed in accordance with details shown on drawing 5207 4 Revision A (Site layout plan).
6. No development shall commence until plans showing turning space for delivery vehicles within the site have been submitted to, and approved in writing by, the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.
7. No development, including any works of demolition, shall commence until a detailed method of construction statement has been submitted to and approved by the Local Planning Authority. This statement shall set out hours of construction/activity on site, the location of parking areas for construction vehicles and delivery hours for materials and equipment to the site before and during construction. Thereafter the approved construction statement shall be adhered to throughout the construction of the development.
8. The areas to be provided for storage of refuse/recycling bins as shown on drawing number 5207 4 Revision A (Site layout plan) shall be provided in its entirety before the development is brought into use and shall be retained thereafter for no other purpose.
9. No site clearance, preparatory work or development shall take place until a scheme for the protection of the retained trees (the tree protection plan) and the appropriate working methods (the arboricultural method statement) in accordance with paragraphs 5.5 and 6.1 of British Standard BS 5837: Trees in relation to design, demolition and construction - Recommendations (or in an equivalent British Standard if replaced) shall have been submitted to and approved in writing by the local planning authority. The scheme for the protection of the retained trees shall be carried out as approved.
10. In the event that contamination which has not already been identified to the Local Planning Authority (LPA) is found or suspected on the site it must be reported in writing immediately to the Local Planning Authority. Unless agreed in writing by the LPA no further development (including any construction, demolition, site clearance, removal of underground tanks and relic structures) shall take place until this condition has been complied with in its entirety.

An investigation and risk assessment must be completed in accordance with a scheme which is subject to the approval in writing of the Local Planning Authority. The investigation and risk assessment must be undertaken by competent persons and conform with prevailing guidance (including BS 10175:2011+A1:2013 and CLR11) and a written report of the findings must be produced. The written report is subject to the approval in writing of the Local Planning Authority.

Where remediation is necessary a detailed remediation method statement (RMS) must be prepared, and is subject to the approval in writing of the Local Planning Authority. The RMS must include detailed methodologies for all works to be undertaken, site management procedures, proposed remediation objectives and remediation criteria. The approved RMS must be carried out in its entirety and the Local Planning Authority must be given two weeks written notification prior to the commencement of the remedial works.

Following completion of the approved remediation scheme a validation report that demonstrates the effectiveness of the remediation must be submitted to and approved in writing by the LPA.

ITEM 7

To **CONSIDER** and **APPROVE** a grant from the Parish Council towards the purchase of a defibrillator at the Village Hall and **APPROVE** the acceptance of grants of £650 each from ESC Cllrs Kerry and Allen towards the project.

ITEM 8

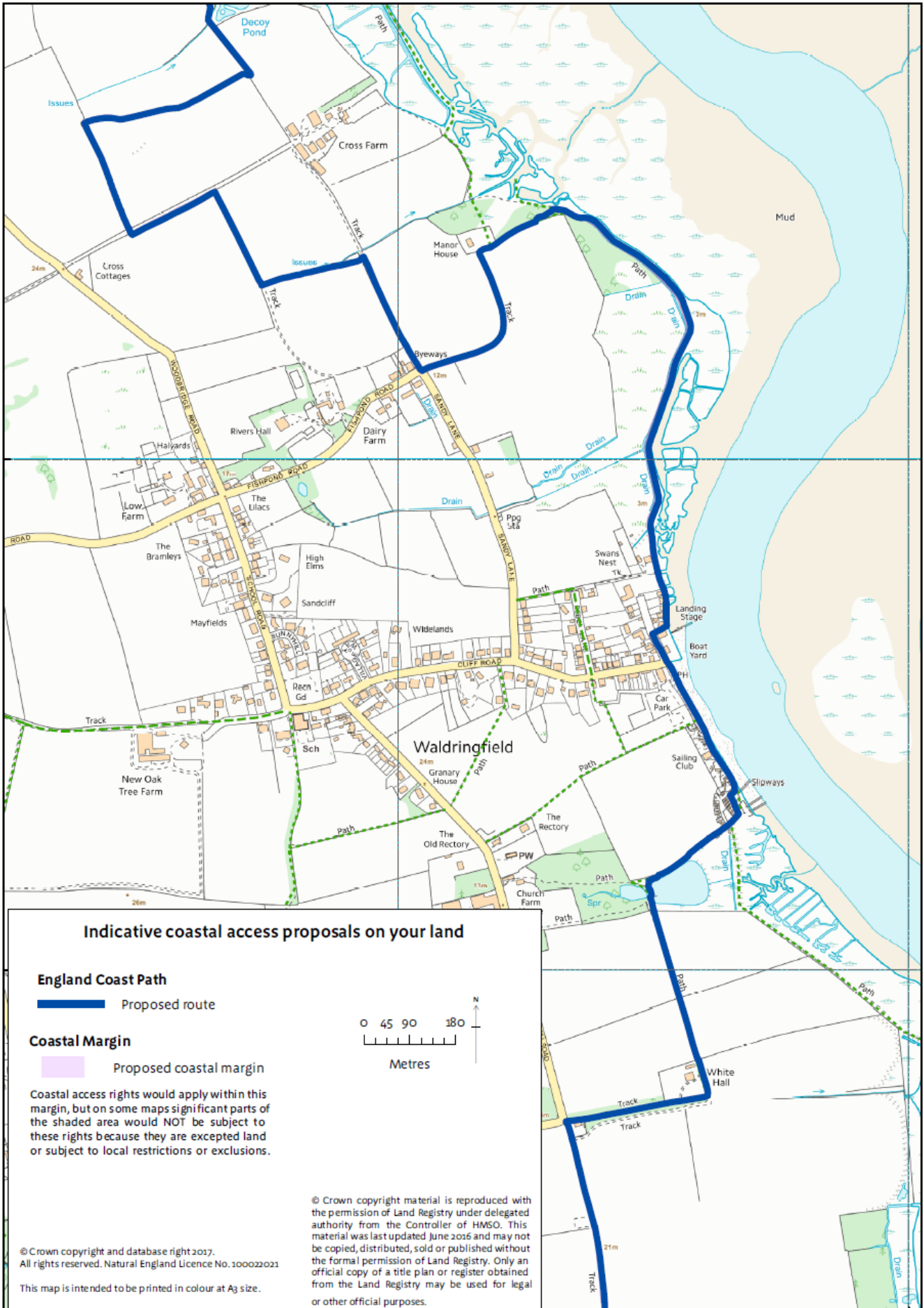
To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety matters.

An email was received on 5th December regarding the England Coast Path and its proposed route in Waldringfield (see map on next page). The Clerk asked for clarification about the details (as the email was unclear about what is being asked of the PC) and pointed out that the response date of 16th December is very short notice and may not be possible. The blue proposed route varies from the Suffolk Rights of Way definitive map (see link). <https://www.suffolk.gov.uk/assets/Roads-and-transport/public-rights-of-way/Waldringfield.pdf> This is the link to the England Coast Path page: <https://www.gov.uk/government/collections/england-coast-path-improving-public-access-to-the-coast#map>



Coastal Access - Felixstowe Ferry to Bawdsey

Indicative coastal access proposals for Waldringfield Parish Council - December 2019



ITEM 9

To **CONSIDER** updates on or quotations received relating to the playing field.

From an email sent by Cllr Reid (regarding a meeting between Cllrs Reid and Archer, and Tree Warden Christine Fisher Kay):

I thought we had a useful session yesterday. This is just a note of what we said we would do.

Christine: Get Hags and Kampon catalogues (with price list) to research possible climbing installation aimed at 7 years old plus. Look at the site with a view as to additional trees and shrubs that would enhance the natural play environment.

Colin A: Review the latest annual safety report recommendations and draft priorities. Get details of supplier of climbing tower seen at Bristol playground and obtain catalogue.

Colin R: Get latest Playdale catalogue and price list and enquire from Newbourne how they set about getting their play equipment including funding.

We agreed that we would meet again on Monday 20th January at 1000hrs in Dormers. At this meeting we shall review the current site and discuss all the by then available information on maintenance and possible enhancement, prior to preparing a scoping document (including an indicative budget) for use in consulting with children/parents/grandparents in the village and others attending the school. We agreed that the needs of children should be prioritised over adult exercise equipment but we would seek evidence about whether the provision of adult equipment in children's playgrounds led to actual use.

From an email sent by the Clerk to Cllrs Reid and Archer:

I've been looking for available grants – some of them are currently on hold (ie Tesco Community Grants and Pocket Parks), and others aren't suitable (ie <https://www.sportengland.org/funding/community-asset-fund/> which doesn't contribute to children's playgrounds or play equipment. Could possibly support adult equipment?).

I looked at biffaward.org but the conditions state that 'we will not fund':

- Individuals, profit-making or local government organisations (including Community Councils) and organisations that are not able to register as an Environmental Body with the regulator ENTRUST (please visit the ENTRUST website for details on eligibility www.entrust.org.uk or call the helpline on 01926 488 300)*
- Projects on sites that are owned and or maintained by borough, county, city, district, parish or town councils, unless a formal lease, with a minimum term of no less than 10 years, is in place with the applicant (we will not accept other forms of agreement including but not limited to heads of terms or underleases)*

fieldsintrust.org – doesn't specify grants available and probably more suitable for Church Field?

playengland.org.uk – doesn't specify grants available but good for info, ie www.playengland.org.uk/media/283002/parishcouncils_ver4%20-%20final.pdf

On a positive note <https://www.tnlcommunityfund.org.uk/> - National Lottery Awards for All gives grant to Parish Councils. Play equipment manufacturers may be able to direct the PC to available funding.

This is the link to the Sport England Grant Finder. I haven't completed the form as yet, as access is only for 90 days.

<https://www.idoxopen4community.co.uk/sportengland/Register?ReturnUrl=%2fsportengland%2fSearch>

Waldringfield Parish Council

Subsequently, from the Rural Funding Digest, the Clerk learned:

I note that 'Pocket Parks' are accepting new grant applications (including for play equipment) until 31st December. When I checked in November they had stopped accepting new applications in January so they're allowing very little time to submit! I don't know how large the playing field is?

Tesco Bags of Help will reopen to grant applications in January. <https://tescobagsofhelp.org.uk/>

Cllr Reid responded:

I think our playing field is rather bigger than the two tennis court equivalent limit. We shall be in a better position to apply for grants in the new year when we have completed our research and consultations and know what we need to spend on maintaining what we have already.

ITEM 10

To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan (including the Emergency Plan).

ITEM 11

CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any.

Paperwork received from All Saints' Church for their annual grant. As this has already been paid for 2019-20, it won't be possible to pay again until May 2020 earliest (after April Annual Parish Meeting) so suggest discussion is deferred.

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly.

8 December 2019 (2019-2020)

Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
47 General Grants	08/12/2019	1771.14	Barclays Community A	101190	Grant s137/72 or s19 MAP76	Waldringfield History Group	X	500.00	0.00	500.00
48 Salaries	08/12/2019		Barclays Community A	101191	Salary	Rebecca Todd	X	467.36	0.00	467.36
49 Stationery/Mileage/Etc.	08/12/2019		Barclays Community A	101192	Expenses	Rebecca Todd	X	17.82	0.00	17.82
Total								985.18	0.00	985.18

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation.

Page 1

8 December 2019 (2019-2020)

Waldringfield Parish Council Uncashed payments/transfers out (All banks) (Upto 08/12/2019)

Voucher	Date	Cheque No.	Description	Total	Bank
36	03/10/2019	101179	Training		Barclays Community Acc
39	07/10/2019	101182	Grass-cutting -field	72.00	Barclays Community Acc
46	12/11/2019	101189	Grass-cutting -field	108.00	Barclays Community Acc
47	08/12/2019	101190	Grant s137/72 or s19 MAP76	500.00	Barclays Community Acc
48	08/12/2019	101191	Salary	467.36	Barclays Community Acc
49	08/12/2019	101192	Expenses	17.82	Barclays Community Acc
Total.....				1,165.18	

Continued on next page...

Waldringfield Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 08/12/2019		
	Cash in Hand 01/04/2019		12,026.98
	ADD Receipts 01/04/2019 - 08/12/2019		15,098.33
	SUBTRACT Payments 01/04/2019 - 08/12/2019		27,125.31
	Cash in Hand 08/12/2019 (per Cash Book)		14,755.59
B	Cash in hand per Bank Statements		
	Cash 29/11/2019	0.00	
	Ipswich Building Society 29/11/2019	7,799.20	
	Barclays Community Account 29/11/2019	8,121.57	
			15,920.77
	Less unrepresented cheques		1,165.18
			14,755.59
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		14,755.59
	A = B Checks out OK		

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

8 December 2019 (2019-2020)

A - Receipts

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28	Precept	13,444.00	13,444.00					
29	Council Tax Support Grant							
30	SCC Locality Grant	750.00		-750				-750
31	SCC Footpaths Grant	175.00	196.80	22				22
32	Recycling							
33	Equipment Hire							
34	SCC Q of Life Budget							
35	SCDC Community Enabling Fund							
36	Bank Interest	115.00		-115				-115
37	Grants and Donations		237.67	238				238
38	Advertising income	300.00		-300				-300
39	VAT Refund		1,177.86	1,178				1,178
43	Salary/Expenses Adjustment							
SUB TOTAL		14,784.00	15,056.33	272				272

B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,684.00	3,572.30	2,112	2,112
2	PAYE/NI							
3	Stationery/Mileage/Etc.				500.00	127.40	373	373
4	Post and telephone				75.00	41.66	33	33
5	Newsletter re 1972 LGA s142				425.00	157.20	268	268
6	Village Hall hire				250.00		250	250
7	Insurance				450.00	435.64	14	14
8	Membership Subs re LGA s111				450.00	285.77	164	164
9	Audit				135.00	128.00	7	7
10	Chairman's Expenses				50.00		50	50
11	Training				200.00	75.00	125	125
12	Election Costs					76.16	-76	-76
40	Website/Scribe Fees				310.00	50.00	260	260
42	Professional Services				250.00		250	250
SUB TOTAL					8,779.00	4,949.13	3,830	3,830

C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
13	Handyman's Wages							
14	Grass cutting (field)				780.00	750.00	30	30
15	Mole catching (field)				200.00		200	200
16	Repairs/Maintenance		42.00	42	1,000.00	109.17	891	933
17	Footpath Maintenance				375.00	256.50	119	119
18	Locality Grant Spend				750.00		750	750
19	SCC Quality of Life							
20	SCDC Community Enabling Fund					3,125.00	-3,125	-3,125

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

8 December 2019 (2019-2020)

41 AONB Grant Payments

SUB TOTAL	42.00	42	3,105.00	4,240.67	-1,136	-1,094
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D - Grants - s137/72 & s19 MPA71

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	General Grants				1,150.00	559.90	590	590
22	Church Field				400.00	400.00		
23	Village Hall LGA				500.00	500.00		
24	All Saints Church				750.00	750.00		
25	WildlifeGroup				100.00	100.00		
SUB TOTAL					2,900.00	2,309.90	590	590

F - Miscellaneous

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

Summary

NET TOTAL	14,784.00	15,098.33	314	14,784.00	11,499.70	3,284	3,599
V.A.T.		0.00			870.02		
GROSS TOTAL		15,098.33			12,369.72		

To **AGREE** the dates of the 2020 Parish Council meetings.

Tuesday 14th January
 Tuesday 11th February
 Tuesday 10th March
 Tuesday 14th April – Annual Parish Meeting
 Tuesday 12th May – Clerk would prefer to change
 Tuesday 9th June
 Tuesday 14th July
 Tuesday 11th August
 Tuesday 8th September
 Tuesday 13th October
 Tuesday 10th November
 Tuesday 8th December

To **APPROVE** the purchase of a yearly Office 365 subscription, for the Clerk's computer.

Currently £48.95 on Amazon for a one-year personal subscription.

ITEM 12

To **CONSIDER** any correspondence received before the meeting

The Clerk forwarded communications from SALC, NALC, Rural Bulletin, Headway Suffolk, East Suffolk Greenprint Forum, Together Against Sizewell C, NHS Ipswich and East Suffolk Clinical Commissioning Group, bus timetable updates, East Suffolk Community Safety Partnership, Felixstowe ASB Minutes, Anglian Energy Planning Alliance, AONB Monthly Update, Suffolk Energy Action Solutions.

The PC was informed about two incidents involving over-toppling mobility buggies on the river wall footpath (upriver of the Turner bench). This information was included in the letter to the Trustees of Dairy Marsh Farm.

The Clerk received the following from a member of the Sailing Club:

Just wondering if you have any info on how Waldringfield Sailing Club may go about applying for grants to help with repair to the river wall in front of the beach huts. I think it was discussed a couple of years ago that Susan Harvey may have been willing to give some of her funds but I think (redacted for data protection)...they need to find some other avenues of funding. I wondered whether the AONB, SCC (Footpaths) or Brightwell Lakes development may have some grants towards local amenities as the bank holds up the footpath from the beach which is open to the public and is where the kids play and swim. Do you know how one might go about making a grant application from the Brightwell Lakes fund – section 106 or otherwise?

The other issue is that the rear wall/bank behind the club needs some work doing on it...(redacted for data protection). This may or may not be eligible for grants (more likely from Brightwell Lakes (I thought)) but I wondered if you had a list of other current funds that might consider granting monies for this sort of project.

ITEM 13

PARISH MATTERS for the next meeting