



# Waldringfield

## Parish Council

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### 1746 Minutes of the Parish Council Meeting held on Tuesday 11<sup>th</sup> June 2019

**In attendance:** Councillors Kay, Elliot, Lyon and Matheson  
SCC Councillor O'Brien and 24 members of the public  
**Clerk:** Rebecca Todd

1. To **RECEIVE** apologies for absence – apologies were received from Cllr Reid (personal), Cllr Archer (holiday) and Cllr Gold (personal)
2. To **RECEIVE** declarations of interest – Cllr Kay (item 7, pecuniary, applications DC/19/2064/FUL and DC/19/2065/FUL) and Cllr Elliot (item 7, non-pecuniary, application DC/19/2123/FUL)

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**

There were several members of the public who made representations against the Chapel Works and Golf Club planning applications. For both applications, people voiced serious concerns about an adverse impact on the AONB and the countryside setting, for example, increased noise pollution, light pollution and traffic (and associated pollution). People said that the land between the Brightwell Lakes development and Waldringfield should act as a 'buffer' zone, to protect the AONB. The planning applications were considered overdevelopment of the sites. It was felt that previous concerns have not been addressed (ie water supply) and there is not enough time to comment on the plans.

Also, in summary:

#### **Chapel Works**

The boundary appears to have moved. The site plan includes land that once belonged to the Golf Club.

There are concerns of a precedence being set; two other local 'industrial' sites may then be considered for development.

There is a dangerous blind bend coming out of the site.

#### **Golf Club**

People voiced a feeling that minimal effort has been made to make the current business viable. Part of the golf club land has been closed off and, due to a boundary move, now appears to be part of the Chapel Works plans.

The general consensus was the design of the holiday lets is poor and will not enhance the site. Holiday use will not foster a sense of belonging to the community.

One member of the public outlined the possibility of the community coming together to use a planning expert to challenge the plans. Cllr Kay said that would be for individuals to decide; the Parish Council will make its own comments.

Other matters: a member of the public said that the crossroads bridle path sign is now blocked by three beehives and a metal 'hopper'.

*At this point, with agreement from the Council, the Chair brought forward item 7 for discussion.*

#### **7 To CONSIDER Planning Applications for COMMENTS –**

*With agreement from the Council, Cllr Kay remained in the room to operate the laptop, but did not participate in discussion about planning applications DC/19/2064/FUL or DC/19/2065/FUL. Cllr Elliot chaired this part of the meeting.*

**DC/19/2064/FUL Chapel Works, Newbourne Road** – proposed re-development of the site for 25 dwellings, landscaping and access. Councillors spoke about concerns that the site is being allowed to deteriorate, however, the plans are not an appropriate use of the land and could be considered as 'piggybacking' on to the Brightwell Lakes development. This area of Waldringfield Heath is designated as countryside and is outside the physical limits of Waldringfield village, which brings restrictions for development. The development is not part of the East Suffolk Council local plan, which allows for approximately 10 new houses. 25 houses will overwhelm the limited

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community, and there are no amenities, which is at odds with national policy framework. Councillors thought there should be more detail provided on the affordable housing, energy, water supply (as bore holes are used in the area), and the risk of pollution. Councillors considered the key point is whether the plans comply with the local plan; as there is more than a 5-year land supply demonstrated by East Suffolk Council, the answer they concluded is 'no'. The development of Martlesham Police HQ is an addition to the local plan. Cllr Elliot proposed that Waldringfield Parish Council objects to this application, seconded by Cllr Lyon and approved unanimously (with Cllr Kay abstaining).

**DC/19/2065/FUL Land at Waldringfield Golf Club, Newbourne Road** – proposed redevelopment of the golf course practice area for holiday/tourist accommodation, including swimming pool building, landscaping and access; and retention of the existing Golf Club House and its associated car park. Councillors considered that many of the points raised about the Chapel Works site are relevant to this application, for example, a feeling that it is 'piggybacking' on to Brightwell Lakes. The owner bought the golf course with full knowledge, and it appears to have been a speculative investment. It is incorrect that there does not have to be a 'do nothing' option. There were concerns voiced about the effect on the AONB, for example, a large increase in the number of cars. The current site is low density and screened, in keeping with the countryside surroundings. The applicant refers to the Golf Club as a 'transition zone', which is incorrect – that is Brightwell Lakes, with open land to act as a buffer. The quarry does not dominate the land, and work will be finished by the end of the year, so it won't be industrial. Waldringfield Heath is not a linear village – it is designated to be countryside. It was felt that the chalets are of poor design, with an overprovision of sites, since the Moon & Sixpence is not operating at capacity. There were concerns voiced about a negative impact on the SPA, for example, an increase in dog-walkers. Councillors felt the application does not comply with national policy framework. Cllr Elliot proposed that Waldringfield Parish Council objects to this application, seconded by Cllr Lyon and approved unanimously (with Cllr Kay abstaining).

*Cllr Kay resumed Chair at this point.*

**DC/19/2123/FUL Deben View, Mill Road** – proposed demolition of existing two-storey detached dwelling to be replaced by a new two-storey dwelling and integral garage including all new landscaping works. With agreement from the Council, Cllr Elliot talked through the plans for this planning application but did not participate in the subsequent discussion. The previous application for this property was withdrawn. The new plans show the proposed building has moved closer to the footpath and to the river. The garage is shown underground but there is no topographical plan or explanation. The overall consensus was this is a significant improvement on the last application, taking into account views expressed by other consultees. However, there are no plans for external lighting, and light pollution was a previous concern. Will there be a sustainable energy supply? Cllr Kay proposed acceptance of the comments of the planning group – while the Parish Council does not object to the application, it would like its concerns to be considered – seconded by Cllr Lyon and approved unanimously (with Cllr Elliot abstaining).

At this point, the Chair allowed a member of the public to speak. The person wanted to bring it to the Parish Council's attention that 10 plots have been sold along Ipswich Road, adjacent to Brightwell Lakes; the plots did not include planning permission. Cllr Kay advised that the Parish Council is aware – the situation arose a few years ago.

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda – Cllr Kay to arrange a meeting to discuss **DC/19/1988/OUT** (land to the north of the A14 and to the west of the A12 at Foxhall) and **DC/19/2285/FUL** (Crow Cottage, Cliff Road, internal alterations, new porch, new cladding and driveway reconfiguration).

To **NOTE** any application decisions received – noted, as per supporting documents.

To **RECEIVE** any other planning information – Cllr Kay spoke about the planning meeting that he and Cllr Elliot had attended, explaining that if the Parish Council disagrees with the Planning Officer (i.e. one objects and the other approves), the application will automatically be referred to the committee stage. Cllr Elliot advised that paper plans are being phased out. Further discussion was deferred to the next meeting, to advise absent councillors.

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3 To **RECEIVE** reports from:

SCC Cllr Patricia O'Brien

Cllr O'Brien spoke through her written report. She stressed the need to work together, to save money. Children's Services have received an outstanding report. There has been a major upgrade to the fire service. A Community Self Help scheme has been launched by Highways, with government funding. Cllr O'Brien then read her report from the day's earlier meeting about the proposed A12 speed reductions. Cllr Kay said he had attended the meeting (to also represent the views of Martlesham Parish Council, which wants a uniform speed limit). Waldringfield Parish Council is seeking to reduce the speed limit into Waldringfield from the Waldringfield Heath crossroads. Cllrs O'Brien and Kay advised that the proposed A12 speed reduction plan was rejected. It is unknown what will now happen.

ESDC Cllrs Richard Kerry & Melissa Allen

Not present and no report received.

Suffolk Police

No report received.

4 To **ELECT** a vice-chair – deferred to next meeting.

5 To **APPROVE** the minutes of the Extraordinary Parish Council Meeting held on **20<sup>th</sup> May 2019** – approval was proposed by Cllr Kay, seconded by Cllr Lyon and agreed by all present at the meeting.

6 **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on 14th May 2019 – see supporting documents. In addition:

**Eureka Planning Application** –Cllr Elliot spoke to Grant Heal in Planning, but there is nothing to report.

**Planning Meeting** –Cllr Kay reported that the East Suffolk Council meeting was positive, and the Planning Department will consider the Waldringfield Wildlife Group's/Greener Waldringfield's recommendations.

**Landscape & Wildlife Policy** – Cllr Kay reviewed and circulated to councillors by email.

**Definitive Rights of Way Map** – Cllr Elliot emailed to councillors for comment. No comments were received so it is assumed that the map is correct.

**Planning Policy** – Cllr Elliot reviewed and circulated to councillors by email.

**Footpath Cutting** – Cllr Elliot advised that the cutting has not happened, so the Clerk will chase the contractor.

**File Storage** – Cllr Kay will liaise with Mr Barclay and David Lines.

8 To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety matters – regarding the footpath in Mill Road, Cllr Elliot advised that the farmer only cuts one side and the 'interior' is getting overgrown; this will be discussed at the next meeting. Cllr Kay advised that the SID has been moved to Newbourne Road. He presented some statistics from the data collection unit, for example, over 17,000 car movements were captured in a month in School Road. Cllr Lyon suggested the data is published. One member of the public thanked the council for the SID and mentioned that they thought driving behaviour had changed. The Clerk had received an email from the Community Liaison Officer for East Anglia One, asking for the Parish Council's thoughts about retaining the temporary passing bays. Councillors resolved for the Clerk to respond positively about retaining the bays.

9 To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan, including planning and landscape & wildlife – Cllr Elliot outlined her review of the Planning Policy, including the statement of intent (supporting small scale development, in keeping with the AONB). She has included links to help people refer to East Suffolk Council website policies. There was some discussion of non-relevant, non-material considerations. Cllr Kay proposed acceptance of the policy, seconded by Cllr Lyon and unanimously agreed. Cllr Kay outlined his review of the Landscape & Wildlife Policy, which incorporated suggestions from the Greener Waldringfield/Wildlife Group's document presented to the Parish Council. Cllr Elliot suggested a small change of wording (continuing earlier usage of 'encourage' or 'discourage', to stress the

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information is only advisory). Subject to the change of wording, Cllr Elliot proposed acceptance of this policy, seconded by Cllr Lyon and unanimously agreed.

## 10 CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any – Village Hall. Cllr Kay proposed acceptance of the Village Hall grant request for £500, seconded by Cllr Elliot and unanimously agreed (with Cllr Lyon abstaining, due to being a trustee on the Village Hall committee). The Clerk will check the trustee position, as Cllr Lyon acts as the representative for the Parish Council, as does Cllr Elliot for Church Field.

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly – see separate list. Cllrs Elliot and Matheson checked invoices, and Cllrs Matheson and Kay signed cheques.

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation – the reconciliation was scrutinised by Cllr Elliot, who proposed acceptance; seconded by Cllr Kay and unanimously agreed.

To **REVIEW** and fill vacancies on the Annual Risk Assessment – to be deferred to the next meeting, however, Cllr Lyon will act as Emergency Planning liaison and Village Hall representative.

11 To **CONSIDER** any correspondence received before the meeting – see separate list. No comments were made.

12 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 13 (personnel matters). Proposed by Cllr Kay, seconded by Cllr Elliot and unanimously agreed.

13 To **MAKE ARRANGEMENTS** to undertake the Clerk's probationary review and **CONSIDER** a salary increase in line with the 2019-20 NALC pay scale – it was resolved to move the Clerk on to point 7 of the NALC 2019-20 pay scale, effective from 2<sup>nd</sup> July.

14 **PARISH MATTERS** for the next meeting – Vice Chair Election / Planning Meeting Information / Mill Road Footpath / Risk Assessment Vacancies

**The Chair closed the meeting at 10pm**

## REVIEW OF ACTION POINTS FROM THE MEETING

**Planning Applications** – Clerk to forward comments to East Suffolk Planning regarding DC/19/2064/FUL & DC/19/2065/FUL. Cllr Kay to arrange an extraordinary meeting regarding DC/19/1988/OUT and DC/19/2285/FUL.

**Footpaths** – Clerk will chase the contractor.

**File Storage** – Cllr Kay to liaise with Mr Barclay and David Lines.

**East Anglia One Temporary Passing Bays** – Clerk to write to the Community Liaison Officer, to advise of the PC's positive response to retaining the bays.

**Landscape & Wildlife Policy** – Cllr Kay to amend wording.

**Clerk Insurance** – Clerk to check part 3 of the green book, relating to contract paragraph 7.

## SUPPORTING DOCUMENTS

### ITEM 3

#### SUFFOLK COUNTY COUNCIL JUNE REPORT

**Five new policy areas** were outlined at SCCs Annual General Meeting and they are: proposals to begin to use council owned land to build more homes, plans to cut carbon emissions, a commitment to continue work to protect vulnerable adults and children, improve Suffolk roads, raise educational standards. There are all major areas to address in the coming twelve months.

Plans were also announced regarding work with partners, businesses and residents to develop a long-term vision for Suffolk, to renew the council's approach to growing Suffolk's economy and for the council to act more commercially.

Improvements need to be made with our relationships with district and borough councils. It is essential that we work together as this will make for efficiency and savings. The time of pursuing separate avenues are long gone. We need co-operation and service, regardless of political view.

Tremendous news on May 21<sup>st</sup>. Ofsted inspectors awarded **Children's Services** at SCC an Outstanding grade following April visit. Only eight other Local Authorities, out of 152, have been judged to be 'Outstanding' overall.

Inspectors were impressed with improvements made across the service since rated 'Good' in 2015. Inspectors commended the staff, highlighting that "the work that staff are doing with children and young people is impressive; the way that they are doing it is making a real difference to their lives". Workforce management was also recognised by Ofsted as a strength.

The **Fire Service** has had its first major upgrade to its equipment and uniforms since 2011. The firefighter's role has changed much in recent times. In the last year, over a third of emergency incidents attended were not fire related and included events such as road traffic collisions and rescues of both animals and people, from water or height. The fire service worked in consortium with 12 other fire services across the country, to create an efficient and cost-effective way of purchasing the equipment.

A **Highways Community Self Help** scheme has been developed in partnership with towns and parishes across Suffolk after it was recognised that many of these councils were willing to carry out additional works to maintain and improve the look of their communities. Works, such as: sign cleaning, hedge cutting, and fingerpost painting. Highways has committed £100k to the scheme in its first year. This funding was taken from the £9.67million additional funding allocated to Suffolk Highways in the budget, and is designed to support and empower town and parish councils. Towns and parishes that are interested in joining Community Self Help are encouraged to visit: [www.suffolk.gov.uk/communityselfhelp](http://www.suffolk.gov.uk/communityselfhelp) for more details.

#### Police Report

The interactive crime map for April 2019 shows no information for Waldringfield.

## ITEM 6

**MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **14<sup>th</sup> May 2019**

**Bridle Path Signage** – Cllr Gold to investigate. The Clerk will seek advice from PROW.

**Eureka Planning Application** – Cllr Elliot to ask the planning department if an appeal has been lodged.

**Planning Meeting** – Cllrs Kay and Elliot to ask how the environment is considered.

**Landscape & Wildlife Policy** – Cllr Kay to review.

**Definitive Rights of Way Map** – Cllr Elliot to resend to councillors for comment.

**Planning Policy** – Cllr Elliot to review

**Planning** – the Clerk to respond to Planning about 19 Village Way, Merryfield and The Oaks. *DONE*

**School Road Sign** – the Clerk to write to Highways, to ask for a reduction in size and to move closer to the road. The Clerk will write to the local complainant. *DONE*

**Ipswich Road** – the Clerk to write to Highways to ask if the missing slow markings will be painted, and to ask for a meeting regarding moving the 30mph speed restriction further out of the village.

*PARTIALLY DONE (HIGHWAYS EMAILED TO ASK ABOUT MISSING MARKINGS) – IS A MEETING WITH HIGHWAYS REQUIRED?*

**Footpath Cutting** – the Clerk to liaise with contractor, to arrange first cut end of May/early June. *DONE*

**SID** – the Clerk to ask Highways for repeater signs on bare poles, and to clarify arrangements with Newbourne Parish Council. *DONE – AWAITING RESPONSE FROM NEWBOURNE*

**School Signs** – Cllr Reid to forward photos of faded signs; the Clerk to correspond with Highways. *DONE*

**Pesticides** – the Clerk to ask Norse not to spray pesticides in the village. *DONE*

**Playing Field** – the Clerk to accept the quote from Norse. *DONE*

**Request for Grants** – the Clerk to write to charities, to advise of WPC's policy. *DONE*

Cllr Kay to liaise with Mr Barclay about storage and contact David Lines to arrange delivery.



## ITEM 7

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

**DC/19/1988/OUT Land To The North Of The A14 And To The West Of The A12 Foxhall Suffolk** – Outline Application (with all matters reserved except for means of access for the erection of up to 2,700 dwellings, (including 33% affordable housing); apartments with care (C2 use class); vehicular access from a new roundabout off the A12, improvements to Felixstowe Road (including pedestrian/cycle footways); accesses and two roundabouts on Bucklesham Road; Layout to incorporate neighbourhood centres and market square (use classes A1, A2, A3, A4, A5, D1 and D2), two primary schools; Green Infrastructure including a village green, sports pitches and courts, club house, changing facilities, a community park (and car park), trim trail, neighbourhood equipped areas of play, locally equipped areas of play, habitat enhancement, landscaping and public realm works, community orchard, allotments, footpaths and cycling routes. Removal of existing on site reservoirs. Consultation expiry date is Wednesday 26<sup>th</sup> June. (Waldringfield Parish Council is not a statutory consultee.)

To **NOTE** any application decisions received

**DC/18/1791/FUL Discharge of Condition No.4, The Oaks, Cliff Road, Waldringfield** - Proposed detached single storey dwelling landscaping details. Ref. No: DC/19/1600/DRC. Application permitted.

**DC/19/1169/VOC Church Farm, Mill Road, Waldringfield** – Variation of condition 3 of application C/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. Application permitted 5<sup>th</sup> June.

## ITEM 10

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly  
 To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation

9 June 2019 (2019-2020)

### Waldringfield Parish Council RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
2	Repairs/Maintenance	07/05/2019		Barclays Community A	Donation acknowledge	Donation re AED	Waldringfield Sailing Club	X	42.00	0.00	42.00
<b>Total</b>									<b>42.00</b>	<b>0.00</b>	<b>42.00</b>

10 June 2019 (2019-2020)

### Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
12	Audit	09/06/2019	1731.9	Barclays Community A	101158	Audit Fee	Heels and Lodge	X	128.00	0.00	128.00
13	Newsletter re 1972 LGA s142	09/06/2019		Barclays Community A	101159	Newsletter	Parish Magazine Printing	X	78.60	0.00	78.60
14	Repairs/Maintenance	09/06/2019	Agreed by email	Barclays Community A	101160	S I D Costs (2 hi-vis jackets and	Colin Reid	X	28.17	0.00	28.17
15	Post and telephone	09/06/2019		Barclays Community A	101161	Postage	Rebecca Todd	X	6.17	0.00	6.17
16	Salaries	09/06/2019		Barclays Community A	101162	Salary	Rebecca Todd	X	437.92	0.00	437.92
17	Grass cutting (field)	10/06/2019		Barclays Community A	101163	Grass-cutting -field	SCL Landscape Management	S	144.00	24.00	144.00
<b>Total</b>									<b>798.86</b>	<b>24.00</b>	<b>822.86</b>

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10 June 2019 (2019-2020)

### Waldringfield Parish Council Uncashed payments/transfers out (All banks) (Upto 10/06/2019)

Voucher	Date	Cheque No.	Description	Total	Bank
4	04/05/2019	101151	Grant s137/72 or s19 MAP76	750.00	Barclays Community Acc
6	10/05/2019	101153	Defibrillator AED pads	97.20	Barclays Community Acc
12	09/06/2019	101158	Audit Fee	128.00	Barclays Community Acc
13	09/06/2019	101159	Newsletter	78.60	Barclays Community Acc
14	09/06/2019	101160	S I D Costs (2 hi-vis jackets and padl	28.17	Barclays Community Acc
15	09/06/2019	101161	Postage	6.17	Barclays Community Acc
16	09/06/2019	101162	Salary	437.92	Barclays Community Acc
17	10/06/2019	101163	Grass-cutting -field	144.00	Barclays Community Acc
Total.....				<b>1,670.06</b>	



## Waldringfield Parish Council

	<b>Bank Reconciliation at 10/06/2019</b>		
	Cash in Hand 01/04/2019		
			12,026.98
	<b>ADD</b>		
	Receipts 01/04/2019 - 10/06/2019		6,764.00
			18,790.98
<b>A</b>	<b>SUBTRACT</b>		
	Payments 01/04/2019 - 10/06/2019		6,510.48
			<b>12,280.50</b>
	<b>Cash in Hand 10/06/2019</b> (per Cash Book)		
	Cash in hand per Bank Statements		
	Cash	31/05/2019	0.00
	Barclays Community Account	31/05/2019	6,151.36
	Ipswich Building Society	31/05/2019	7,799.20
<b>B</b>			<b>13,950.56</b>
	Less unpresented cheques As attached		1,670.06
			12,280.50
	Plus unpresented receipts As attached		0.00
	<b>Adjusted Bank Balance</b>		<b>12,280.50</b>
	<b>A = B Checks out OK</b>		

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

Code	Title	Receipts			Payments			Net Position	
		Estimated	Actual	Variance	Estimated	Actual	Variance	+/-	Under/over spend
1	Salaries				5,684.00	875.84	4,808		4,808
2	PAYE/NI								
3	Stationery/Mileage/Etc.				500.00	67.02	433		433
4	Post and telephone				75.00	17.98	57		57
5	Newsletter re 1972 LGA s142				425.00	78.60	346		346
6	Village Hall hire				250.00		250		250
7	Insurance				450.00		450		450
8	Membership Subs re LGA s111				450.00	249.77	200		200
9	Audit				135.00	128.00	7		7
10	Chairman's Expenses				50.00		50		50
11	Training				200.00	40.00	160		160
12	Election Costs								
13	Handyman's Wages								
14	Grass cutting (field)				780.00	300.00	480		480
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		375		375
18	Locality Grant Spend				750.00	3,125.00	-2,375		-2,375
19	SCC Quality of Life								
20	SCDC Community Enabling Fund								
21	General Grants				1,150.00	59.90	1,090		1,090
22	Church Field				400.00		400		400
23	Village Hall LGA				500.00		500		500
24	All Saints Church				750.00	750.00			
25	WildlifeGroup				100.00		100		100
26	Miscellaneous								
28	Precept	13,212.00	6,722.00	-6,490					-6,490
29	Council Tax Support Grant								
30	SCC Locality Grant	750.00		-750					-750
31	SCC Footpaths Grant	175.00		-175					-175
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								
38	Advertising income	300.00		-300					-300
39	VAT Refund								
40	Website/Scribe Fees				310.00		310		310
41	AONB Grant Payments								
42	Professional Services				250.00		250		250
43	Salary/Expenses Adjustment								
<b>NET TOTAL</b>		<b>14,552.00</b>	<b>6,764.00</b>	<b>-7,788</b>	<b>14,784.00</b>	<b>5,801.28</b>	<b>8,983</b>		<b>1,195</b>
<b>V.A.T.</b>						<b>709.20</b>			
<b>GROSS TOTAL</b>			<b>6,764.00</b>			<b>6,510.48</b>			

# Waldringfield Parish Council

To **REVIEW** and fill vacancies on the Annual Risk Assessment

## Risk Assessment Vacancies

	<u>Area</u>	<u>Name</u>
<b><u>A</u></b>	<u>Playing Field</u>	<u>Cllrs Archer &amp; Reid</u>
<b><u>B</u></b>	<u>Tennis Court</u>	<u>Cllr Archer</u>
<b><u>C</u></b>	<u>Village Sign</u>	<u>Handyman????? – reporting to Clerk</u>
<b><u>D</u></b>	<u>Seats</u>	<u>Cllrs Gold &amp; Matheson</u>
<b><u>E</u></b>	<u>Roads, Kerbs and Roadsigns</u>	<u>All Cllrs</u>
<b><u>F</u></b>	<u>Footpaths and Bridleways</u>	<u>Cllr Gold</u>
<b><u>G</u></b>	<u>Village Hall</u>	<u>Vacant</u>
<b><u>H</u></b>	<u>Church Field Recreation Ground</u>	<u>Cllrs Gold &amp; Elliot</u>
<b><u>I</u></b>	<u>Beach and River Deben (including Litter Bins)</u>	<u>Cllrs Matheson &amp; Gold</u>
<b><u>J</u></b>	<u>Flood and Emergency Planning</u>	<u>John Smith FW / Ged Morgan DFW / Tony Lyon DFW - reporting to Cllr ??????</u> <u>Emergency Planning Officer – Vacant</u>
<b><u>K</u></b>	<u>Grit Bins</u>	<u>Cllr ?????/Clerk</u>
<b><u>L</u></b>	<u>Notice Boards</u>	<u>Cliff Road Cllr Archer, Heath Cllr Kay</u>
<b><u>M</u></b>	<u>Fire Hydrants</u>	<u>Vacant</u>
<b><u>N</u></b>	<u>Road Safety</u>	<u>To be established</u>

## ITEM 11

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

### **From The Community Heartbeat Trust:**

*I have received confirmation from the supplier that the defibrillator they sent to you is a permanent replacement so we have amended the all details on the WebNos system.*

*I am pleased to confirm that your site is live with the ambulance service again.*

### **Regarding AONB Sign:**

*Dear Colin*

*Thank you for your email. I can see from what you've written that Waldringfield Parish Council is keen to acknowledge their place as part of Suffolk Coast & Heaths AONB which is great to hear.*

*The project to introduce Suffolk Coast & Heaths AONB signs is on hold until two external factors which could potentially affect the signs are resolved:*

*Firstly, last year the Government started a review of designated landscapes (all 46 AONBs plus the National Parks) led by Julian Glover, and known as the Glover Review. The Glover Review panel has been exploring the possible change of name for "Area of Outstanding Natural Beauty" – so there is a real risk that any 'AONB' signs produced could very soon become obsolete. We are unsure of the timescales for the outcomes but are hopefully it will be towards the end of this year.*

*Secondly, the Suffolk Coast & Heaths designated landscape area is in the process of being extended – into north Essex. Natural England will make the final decision on this and their Board is due to consider the proposal this summer. We know Essex County Council have made a representation asking for a change in name to reflect that the designation includes Essex. Again, this means that any 'Suffolk Coast & Heaths' signs could too become obsolete very soon.*

*The timescales on both of the above are not definite and out of our control I'm afraid, so we would ask you to be patient so that once we know what the signs should say we can invest in signs which will have a long legacy.*

*Saying that, if you'd like me to come and look at the site you have in mind in the interim I am happy to do so.*

*Many thanks  
Claire Cadman  
AONB Projects Officer*

Colin replied:

*Dear Claire,*

*Thank you for your response and for setting out clearly why the project to introduce AONB signs is currently on hold.*

*This will be reported to Waldringfield Parish Council at their meeting next week and I am confident that the Council will want your take up your offer of an on site meeting at the Waldringfield Heath crossroads. With all the agreed and further threatened development going on within a few hundred yards we feel very much on the frontier of the AONB. Looking at other AONB websites it is clear that the introduction of signage and the partnerships involved does vary. Discussion on the ground might help you in your thinking and forward planning so that action can be all the swifter when the future name of the AONB becomes clear.*

*With best wishes*

**Draft until signed**

**Ian Kay**

**20/06/2019**

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Colin Reid

## Regarding the Audit:

Dear Mrs Todd,

### SF0393: Receipt of documents – notification of exempt status, 2019

This is an automated message to notify you that we have received and logged the notification of exempt status for the year ended 31 March 2019 submitted to us for Waldringfield Parish Council. By notifying us that Waldringfield Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year.

If you did not submit your notification of exemption by the specified submission deadline and were sent chasing letter(s), you will receive an invoice for those chaser charges calculated in accordance with the fee scales set by Smaller Authorities' Audit Appointments Limited which are available to view at <http://www.localaudits.co.uk/fees.html>.

Unless we receive any correspondence from local electors during the period for the exercise for public rights that requires us to contact you, you will not hear from us again, except to chase any outstanding fees, until the planning for the 2019/20 review year gets underway.

Kind regards,

SBA Team

For and on behalf of PKF Littlejohn LLP

T +44 (0) 20 7516 2200

[sba@pkf-littlejohn.com](mailto:sba@pkf-littlejohn.com)

For and on behalf of

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## Regarding Rubbish:

Alyson Videlo copied the Clerk in on communication with Suffolk Norse about overflowing bins in the riverside compound.

## Circulated to Councillors by email:

The latest AONB newsletter.

Information about Marine Conservation Zones (the addition of Orford).

Slides from the East Suffolk Planning Forum.

Information about a 'Public Space Protection Order' for Lattitude.

Information about the Temporary Footpath Closure to FP12:

*Further to my email below, we have been advised by the applicant that unfortunately their contractor has had to revise the programme of work which means they have again postponed these works and they are now planned to be carried out from 03/06/2019 to 01/07/2019. They have advised that they have placed factsheets onsite to reflect this programme change.*

Various SALC & NALC emails (including SALC'S latest newsletter 'The Local Councillor' and SALC's latest Suffolk Coastal Forum notes).

Rural Bulletins (including information about the Rural Services Network transport consultation).

Suffolk Preservation Society invitation to media training (2<sup>nd</sup> July Hadleigh).

Community Action Suffolk Learning Zone events information.

Latest information from The Information Commissioner.