



Waldringfield

Parish Council

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1769 Minutes of the Parish Council Meeting held on Tuesday 12th November 2019

In attendance: Councillors Kay, Elliot, Lyon, Reid, Archer and Gold
SCC Cllr O'Brien, ESC Cllr Kerry
Clerk: Rebecca Todd

1. To **RECEIVE** apologies for absence – Cllr Matheson, ESC Cllr Allen (work)
2. To **RECEIVE** declarations of interest – Cllr Reid (non-pecuniary, item 6, Deben House planning application, as neighbour), Cllr Reid (non-pecuniary, item 7, as committee member of Walga), Cllr Kay (non-pecuniary, item 7, as member of Walga), Cllrs Lyon and Reid (non-pecuniary, item 8, as Village Hall trustees).

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.

No members of the public were present.

3. To **RECEIVE** reports from:

SCC Cllr Patricia O'Brien

Cllr O'Brien spoke through her report. At a meeting with the Police & Crime Commissioner, an optimistic picture was presented. Suffolk should receive around 54 new police officers in 2021. Cllr O'Brien spoke about the Boundary Division Arrangements Consultation; Martlesham primarily remains the same. Suffolk County Council has been granted £19.75 million for road improvements around the A12/Brightwell Lakes development, from the Housing Infrastructure Fund. There was some discussion about this; councillors questioned whether the money will be recouped from the developer – Cllr Kerry confirmed that it will – and whether the funding will nullify the developer's proposal not to build the boulevard before housing, as this was based on raising funds from house-building before the boulevard can be constructed. Councillors thanked Cllr O'Brien for her grant for the proposed new defibrillator.

ESC Cllrs Richard Kerry & Melissa Allen

Cllr Kerry spoke about the East Suffolk Community Partnership Workshop. The event was well-supported and local issues were discussed, with priorities considered. There is a possibility of 360 new homes in Howletts Way, Trimley; these were detailed in the last draft local plan. Cllr Kerry confirmed he and Cllr Allen will provide grants towards the proposed new defibrillator; the Clerk to forward the approved quotation.

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 **8th October 2019**. Acceptance was proposed by Cllr Kay, seconded by Cllr Elliot and agreed by all who attended.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **8th October 2019** – see supporting documents. There was some discussion about the growth of gorse on the river wall and all councillors agreed that a letter to the trustees is required, asking them to address the situation. The Clerk will draft this and email it to Cllr Kay for approval. It was agreed to copy in the Environment Agency, for its information. Cllr Gold confirmed that the bin at the bottom of the Sailing Club steps has been moved to the playing field. Cllr Lyon confirmed the Emergency Plan is in hand; Ged Morgan is moving and, therefore, will no longer be assistant flood warden (the EA is aware). No reply has been received from Oak Farm about the machinery noise; councillors agreed a 'wait and see' approach, as the sugar beet harvesting has yet to commence.
6. To **CONSIDER** Planning Applications for **COMMENTS** – **DC/19/4095/TPO (TPO SCDC/03/00163 T8 oak located behind the 2 rows of beach huts** – crown thin 15-20% and selectively prune back where branches overhang huts and to

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retain balance. Reason: to reduce wind permeability. The Tree Warden's report was shown on screen. Based on the Tree Warden's advice, councillors agreed that the Parish Council would support this application, stressing the need for the work to be carried out at the correct time of year and in accordance with best practice. Proposed by Cllr Gold, seconded by Cllr Lyon and agreed by all.

DC/19/4234/FUL Deben House, Cliff Road – proposed detached garage, detached annex (existing building to be removed) and replacement of conservatory to form sunroom. There was some discussion about the proposed annex and its intended use; councillors felt clarification is required. The driveway seems a large area of concrete. Could the surface be porous? It was agreed that Cllr Elliot will draft a response for Planning and forward to the Clerk. Cllr Kay proposed no objection be made to the application, seconded by Cllr Gold and agreed by all.

DC/19/4306/AME (non-material amendment of application DC/19/1588/FUL) 19 Village Way – proposed alterations and extension. Councillors studied the proposed changes to the fenestration. Cllr Kay proposed the Parish Council supports the application, seconded by Cllr Elliot and agreed by all.

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

To **NOTE** any application decisions received – see separate list. Noted. There was some discussion about the permitted Eureka application. Councillors would wish to see due concern given to the oak tree on the drive, which has a TPO. It was suggested that the Tree Warden be requested to draft a letter to the developer and contractor once work commences (copying in ESC), stressing the TPO and the requirement to protect the tree.

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

7. To **DISCUSS** the possible provision of allotments in the village. For reference, Cllr Reid clarified that the official name of Waldringfield Gardeners is Walga. There were previously allotments in the village, on three sites pre-war. With smaller building plots, there is a greater need for allotments. The Parish Council, together with Walga, had previously met with the regional adviser of the Allotments Association, Karen Kenny, and investigated possible land to re-establish allotments in the village (approximately 7 years ago). Cllr Kay said that a community orchard was also suggested to be included on the site. Cllr Reid clarified that the Parish Council would be a facilitator, with oversight of the allotments being undertaken by Walga (which has some funds to support the project). Unfortunately, no landowner was willing to lease their land. At this meeting, there was a consensus that the Parish Council does not wish to compulsorily lease or purchase land. It was agreed to again investigate if land is available to lease (it would be required for a minimum term of several years, and measure approximately 2 acres). A water supply is required, and occasional vehicle access. It was suggested a piece is included in the next newsletter; Cllr Kay will write this and forward to the Clerk for publication. Cllr Reid also suggested that Walga makes an informal search for land. Cllr Elliot requested that the Parish Council is kept informed of all possible sites.
8. To **DISCUSS** the installation of a defibrillator at the Village Hall. This will include receiving quotations and information about ESC grants, and **APPROVING** the acceptance of a grant for £600 from SCC Cllr O'Brien (agreed by all, with thanks to Cllr O'Brien). The Clerk presented the costs she had investigated (see supporting documents), including a quote from the Community Heartbeat Trust, which is already used to support the Maybush Inn defibrillator. Cllr Gold proposed acceptance of the Community Heartbeat Trust quote of £2,120 (including installation, delivery, training, free access to Webnos system and post-rescue counselling), seconded by Cllr Elliot and agreed by all. The Clerk will forward the quotation to Cllrs Kerry and Allen. Once the level of contribution from the ESC councillors is known, the Clerk will forward this information to the Village Hall committee (which next meets on 9th December), for them to agree their level of contribution.
9. To **CONSIDER** a response to BT's proposal to remove the payphone outside the Maybush Inn. Councillors unanimously agreed that the payphone is essential for its proximity to the defibrillator at the Maybush Inn. There is a requirement to call emergency services to access the defibrillator, and the mobile signal near the river is poor (and the pub may be closed when an emergency unfolds). The Clerk will submit the Parish Council's response, recommending retention.
10. To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety matters (including discussion about the crossroads, following a recent crash). There was some

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discussion about the Newbourne Road bridleway, particularly in light of another complaint received (see supporting documents). The bridleway is inaccessible to horses, due to being narrowed by objects placed by the smallholder. Councillors were concerned to see photos of dead animals, both in terms of animal welfare and the possible contamination of the boreholes in this area. It was suggested that Defra be approached (the Clerk to do this), recommending a visit to the site. Councillors will wait to see if action by PROW leads to progress in improving access. There was some discussion about the crossroads, particularly the incongruous 60mph sign on Newbourne Road, close to the junction. Councillors agreed to wait for the next stage consultation on speed limit changes. Cllr Gold asked the Clerk to thank Martin Williams at PROW for the improvements he has instigated (replacing footpath signs and giving a thorough cut to FP21).

11. To **CONSIDER** updates on or quotations received relating to the playing field. Cllr Reid asked the Clerk to chase Norse for their quotation on the repairs, and to ascertain a timescale for the work already agreed. Cllrs Reid and Archer will arrange a meeting with Christine Fisher Kay (Tree Warden and landscape designer), to draw up a scoping document (possible improvements and a rough budget). Input will be sought from villagers, asking for opinions.
12. To **CONSIDER** a response to the Boundary Division Arrangements Consultation (now extended to 2nd January). Councillors unanimously agreed that no response is necessary.
13. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan (including the Emergency Plan). The Clerk sought the councillors' opinions on allowing an advertisement for a show outside of the village (as the advertising policy states 'Advertising is open to all businesses and organisations that provide goods and/or services to the village...'). Councillors thought the arts to be of reasonable interest to villagers and, therefore, the Clerk will enquire if the PR company wishes to purchase advertising space.

14. CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any – Waldringfield History Group request for £500 towards book publication. Councillors unanimously agreed to grant the £500 requested. There was some discussion about the terms; Cllr Kay suggested it is repayable once production costs have been covered, seconded by Cllr Archer and agreed by all. Councillors suggested the History Group asks for pre-orders, allowing a suitable number of copies to be printed. The Clerk will draft a document, outlining the terms of the grant.

To **EVALUATE** and **APPROVE** the 2020-21 budget. The Clerk ran through the draft budget and, after discussion, acceptance was proposed by Cllr Kay, seconded by Cllr Reid and agreed by all. The Clerk asked if the reserved funds for Manor Footpath could be disapplied, following investigations that show no grant was banked. Councillors unanimously agreed to this.

To **EVALUATE** and **APPROVE** the Parish Council precept for 2020-21. The Clerk explained the calculations that led to the proposed precept for 2020-21 (an increase of 2%), outlining that no change to the 2019-20 precept amount would still lead to an 'increase' of 0.82%, due to a loss of houses. Acceptance of the 2020-21 precept request for £13,574 was proposed by Cllr Reid, seconded by Cllr Kay and agreed by all.

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly – see separate list. The information was scrutinised by Cllr Archer who, along with Cllr Reid, then signed cheques.

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. The information was scrutinised by Cllr Archer, who proposed acceptance, seconded by Cllr Kay and agreed by all. The Clerk suggested a review of internal financial controls be conducted in the new year, which was agreed by councillors.

To **CONSIDER** and **APPROVE** a request to Barclays to issue a debit or credit card, to facilitate online Parish Council payments. Councillors unanimously agreed that a debit card should be requested; the Clerk will arrange this at her next agenda meeting with Cllr Kay, who is required to speak to Barclays. Councillors also proposed that online banking be investigated.

To **CONSIDER** the renewal and hosting of the alternative Waldringfield village website domain name www.waldringfield.org.uk (recommended for deferral, as renewal is not until October 2020). All councillors agreed to defer this item.

14. To **CONSIDER** any correspondence received before the meeting – see separate list. Noted. Cllr Lyon mentioned an EADT report about someone sleeping under an oak tree in Waldringfield as part of leading an Anglo-Saxon lifestyle. No one has seen evidence of any handwoven tent so it

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may be 'Waldringfield'. Whichever village, the man will be returning from university to sleep outside in December.

15. **PARISH MATTERS** for the next meeting – Emergency Plan.

The Chair closed the meeting at 21.55pm.

REVIEW OF ACTION POINTS FROM THE MEETING

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.

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.

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.

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.

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.

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.

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

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.

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.

Advertising – the Clerk to ask PR company if they wish to pay to advertise.

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

Budget – the Clerk to remove Manor Footpath reserve.

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

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

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

SUPPORTING DOCUMENTS

ITEM 3

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

Suffolk County Council Report – November 2019

On 4th October I chaired the Police & Crime Panel that provided an update on the financial position, how the precepts are used; the Annual Report that set out a review of activities undertaken in 2018-19; objective 2 "Caring about victims" – steps to improve victim satisfaction; roads policing – initiatives to improve road safety; Rules of Procedure relating to a draft of panel arrangements. On November 5th I will be having an informal meeting with Tim Passmore, Police & Crime Commissioner.

I was part of a very interesting and informative meeting of town, parish, district and county councillors with First Buses on 29th October to discuss the changes and bus cuts that have come into effect. Most concerning was that First had not informed parishes, towns and councillors of their changes. The meeting certainly alerted First to our need to be told and it was agreed that in future consultation was most important and that regular meetings would take place. The meeting concluded in a far more contented atmosphere.

Changes to Cabinet have taken place and created closer links between key policy areas.

In the reshuffle:

- Councillor Mary Evans remains as Deputy Leader and moves into the role of Cabinet Member for Children's Services, Education and Skills.
- Councillor Gordon Jones moves into the role of Cabinet Member for Finance and Resources.
- Councillor Andrew Reid joins the Cabinet as Cabinet Member for Highways, Transport and Rural Affairs.
- Councillor Nick Gowrley takes on additional responsibility for the County Council's property portfolio and assets, in addition to his responsibilities as Cabinet Member for Economic Development, Housing and Enterprise.
- Councillor Richard Rout takes on responsibility for the council's policy on Sizewell C, in addition and linked to his role as Cabinet Member for Environment and Public Protection.

All other Cabinet positions remain the same.

The Suffolk Roadsafe board is working with 16 and 17-year-old students to encourage young people to stay safe on Suffolk's roads. The Suffolk Roadsafe board is a partnership between Suffolk County Council, Suffolk Fire and Rescue Service, the Police and Crime Commissioner, Suffolk Constabulary, Highways England, and the East of England Ambulance Service. The Road Safety Team's Braking Point project will be visiting 20 schools across Suffolk to deliver the Braking Point play. The play, delivered by Performance in Education, is designed to encourage the safe behaviours of both drivers and passengers. Follow-up sessions in schools, which will continue to run into 2020. These sessions are designed to change student behaviour by normalising sensible decision making on the highway. Find out more information about Braking Point on the Suffolk Roadsafe website.

The DfT announced funding for Highway Improvements from the Housing Infrastructure Fund and £19.75m has been allocated for improvements to the A12 at Brightwell:

- A12 Access Junction
- West Ipswich Road junction improvements
- Adastral Park Roundabout improvements
- Spine and Branch Road including associated cut and fill
- Utility Network Extension
- A12/A14 Roundabout improvements
- Foxhall Roundabout improvements
- Martlesham Roundabout improvements
- Barrack Square Improvements

PATRICIA O'BRIEN

East Suffolk Report

Orwell and Villages Ward Members monthly newsletter – November 2019

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

Richard Kerry richard.kerry@eastsuffolk.gov.uk 07903301075

If you have any referrals or objections to any planning applications – Melissa sits on the Planning Committee South so please contact her direct by phone or email and if you have any concerns for homeless or housing, Richard is our Cabinet member for Housing, so please contact him.

Community Partnership Meeting.

The first meeting is at Felixstowe Ferry Golf Club on the 7th November 17:30 for 17:45 start. This is your meeting come and engage with the East Suffolk Team.

ECB Funding

Each Councillor has a funding pot of £7500.00 to help with projects with each ward, so far, we have helped – Bucklesham with some Goal Posts and Nacton with a Defibrillator. Can we help you with a Community Project?

Lowestoft chosen to bid for Government funding

East Suffolk Council is delighted that Lowestoft has been chosen to benefit from funding as part of the Government's £3.6 billion 'New Towns Fund', following an announcement on 6 September – making it one of 100 towns which will now have the opportunity to bid for up to £25 million to develop innovative regeneration proposals. The fund is targeting those towns with proud industrial and economic heritage but which have not necessarily always benefited from economic growth in the same way as more prosperous area.

The Government is calling for communities, businesses and local leaders to work in partnership to draw up ambitious plans to transform their town's economic growth prospectus, with particular focus on (but not limited to) improved transport, broadband connectivity, skills and culture. The ambition is to boost productivity, skills and living standards. More details here: www.gov.uk/government/news/100-places-to-benefit-from-new-towns-fund

In a further boost for Lowestoft, funding has also been secured for the Town Centre with £561,870 awarded to East Suffolk Council after a successful application through Historic England's High Street Heritage Action Zones (HSHAZ) programme.

Beginning in April 2020, the London Road HSHAZ will deliver a four year programme of physical improvements, community engagement and cultural activities to regenerate Lowestoft's high street and town centre.

The London Road HSHAZ boundary runs from the Surrey Street junction with London Road North to just north of the Carlton Road junction on London Road South in Kirkley. The boundary encompasses the South Lowestoft Conservation Area, the harbour, London Road South and the seafront. It also includes the key commercial areas of Station Square, a portion of London Road North and London Road South, which each contain a number of historically significant buildings.

Flood barriers tested ahead of winter weather

A training exercise was held on 25 September to test the deployment of a section of temporary flood barriers in Lowestoft in readiness for the winter season. The temporary barriers and those operating the barriers are tested annually to ensure that East Suffolk Council can provide the best possible response to the threat of a North Sea tidal surge. The 1400m of fully-removable barriers were acquired in 2016 using over £400,000 of funding secured by the former Waveney District Council from the Regional Flood and Coast Committee. The temporary scheme is designed to help reduce the risk of tidal flooding to people, homes and infrastructure whilst the permanent flood protection scheme progresses.

Waldringfield Parish Council

Bungay Pool & Gym has closed its door for refurbishment

Bungay Pool & Gym closed in September to undergo a £3.4 million redevelopment to bring state-of-the-art leisure facilities to the area, ensuring it is fit for purpose for decades to come. As well as work on the plant, mechanical, electrical and draining areas, the redevelopment includes:

- Addition of a small vending/café provision
- New sauna
- Enhanced poolside viewing areas that are air conditioned and glassed fronted
- General improvements to the entrance and appearance of the building, including canopy
- New gym equipment where required
- Decorations throughout
- New flooring in the gym
- New, high quality village changing with parent and child cubicles to make the site more family friendly
- Separate individual cubicles with showers
- Improved disabled specific changing and shower facilities
- New showers and toilet areas throughout the building
- Refurbishment of the flume
- Improvements to the teaching pool

Bungay Pool & Gym is the third facility identified as a priority for investment as part of the East Suffolk Leisure Redevelopment Programme, following Deben Leisure Centre and Leiston Leisure Centre.

Leiston Leisure Centre is officially open

The £4 million redevelopment of Leiston Leisure Centre was marked by an official reopening ceremony on 17 September. East Suffolk Council's Chairman, Cllr Colin Hedgley carried out the all important opening duties alongside special guest, Andrea Thompson – our very own World Champion, who has been crowned the World's Strongest Woman. For more information about the new and improved facilities, go to www.placesleisure.org/centres/leiston-leisure-centre/

Skills insight for local young people

Young people from across East Suffolk have been learning more about potential careers through a series of fun skills initiative delivered by East Suffolk Council and local organisations. Children from local primary schools (Years 5 and 6) along with secondary school and Sixth Form students took part in three separate programmes which combined hands-on activities with innovative learning style; Eyes On, Game Anglia and the Cefas Masterclass. East Suffolk Council, together with East Coast Collage, Game Anglia and Cefas are committed to providing young people with opportunities to learn and practice new skills, in order to help develop a vibrant post-16 skills system which is closely aligned to the current and future economy.

Living well in Bungay

As a result of two health and wellbeing events which took place in Bungay earlier this year, East Suffolk Council's Communities Team and Bungay Town Council, supported by the Halesworth Volunteer Centre, have launched 'Bungay Live Well'. The scheme will promote opportunities for people for all ages to get involved with and make a difference within their community, keep healthy and active and improve their quality of life. As well as enabling people to volunteer with various projects in their local area, Bungay Live Well aims to bring people together, encouraging them to join new groups and reduce loneliness. With the support of local organisations, the scheme will showcase the wide range of voluntary and community run groups, clubs and organisations in Bungay and the surrounding area.

Villages and Council come together to help provide affordable homes

East Suffolk Council is delighted to be providing funding of nearly half a million pounds to help build new affordable homes in a village where people are finding it hard to get on the housing ladder. In December 2016, the former Suffolk Coastal District Council was awarded an allocation of £1,500,000 through the then Department of Communities and Local Government's (DCLG) Community Housing Fund (CHF), an initiative aimed to help councils deliver additional affordable housing in communities with high levels of second homeownership. Housing provision forms a key part of the East Suffolk Business Plan's strategic ambitions and, working in partnership with the Peninsula Village of Bawdsey as a key opportunity to use the grant. A sum of £455,125 was approved and this will deliver four affordable homes for rent at the School Lane site, Bawdsey, meeting an identified need in the parish

and wider Deben Peninsula where there are limited development opportunities for new affordable housing.

Views sought on coastal management

East Suffolk Council is considering making a change to the Shoreline Management Plan policy to Sudbourne Beach, which stretches between Martello Tower, Slaughden and the Lantern Marshes. Here a narrow shingle ridge separating the River Ore from the open sea is at potential risk of breaching, which could substantially impact not only the River Ore, but also the wider Alde and Ore Estuary. Therefore, a public consultation titled 'Developing a Resilience Approach at Slaughden' has been launched by Coastal Partnership East of behalf of the council, to determine how best to manage it going forward. The consultation runs until 30 November with drop-in sessions being held at Aldeburgh Community and Sports Centre, Kings Field, IP15 5HY on Friday 18 October 3 - 7pm and Saturday 19 October 10am - 1pm. People can also have their say by filling out a short questionnaire online: www.coasteast.org.uk/our-work/current-consultations/

Get running for charity

Following the success of the first ever Honour Run event held last year, East Suffolk Council and the Suffolk British Legion are putting on the event once again on 20 October. The run is taking place in Rendlesham Forest which was established after the First World War when Britanni had an increasing demand for timber. There are two options available; the 5km run, which is open to anyone who wants to walk, jog or run, and the 10km run, which is open to anyone who wants to jog or run. Both options are off road and there will be goodie bags and treats for the runners. We are also looking for volunteers to help us run the event on the day. For more information, email activecommunities.scdc@eastsoffolk.gov.uk or call 01394 444652.

Funding boost for much-loved local village hall

Cllr James Mallinder, Cabinet Member for the Environment and local ward member for Deben, donated £500 from his Enabling Communities Budget to Boyton Parish Council to help them carry out much-needed electrical work to the local village hall. East Suffolk Council's Enabling Communities Budgets support activities delivered by community, voluntary and social enterprise organisations. A total of £412,500 has been allocated for 2019/20 from the New Homes Bonus, funding generated through new houses built in the district.

Distributed equally amongst each of the Council's 55 members, each ward councillor has a £7,500 Enabling Community Budget to spend on community projects or to develop new projects which tackle community needs in their area. Previous projects which have benefitted from Enabling Community Budget funding include play areas, village hall refurbishments and equipment, community events, projects supporting people with disabilities and the purchase of defibrillators. Community groups wishing to apply for Enabling Community Budget funding should contact their district councillor or go to www.eastsuffolk.gov.uk/enabling-communities-budgets

Helping others to become 'plastic clever'

Volunteers are being asked to step forward to help their local community take a smart approach to plastic waste by joining a network of Plastic Action Champions. The scheme aims to encourage more people to learn about their environmental impact, take action to reduce it and spread the word on environmental issues. The role of a Champion includes volunteering in their local community for a minimum of 20 hours annually. This can include reaching out to local community groups and businesses, exhibiting at local events, blogging about relevant topics, and organising litter picks and survey. Four new training sessions for new Plastic Action Champions will be provided by the Greenprint Forum and Jason Alexander from Rubbish Walks/Wildlife Gadget Man from 14 October:

East Suffolk House

Riverside

Friday 18 October, 6 - 9pm

Monday 28 October, 6 - 9pm

Monday 14 October, 4.30 - 7pm

Monday 21 October, 4.30 - 7pm

Ongoing training, a comprehensive Plastic Action Handbook, support and travel expenses will be provided through the scheme. People who want to volunteer as a Plastic Action Champion, should email greenissues@eastsoffolk.gov.uk or register online at www.eastsuffolk.gov.uk/plastic-action-

[champions-and-volunteering](#) The scheme is part of the Greenprint Forum's ongoing Plastic Action campaign which is part funded by the East Suffolk Partnership and the Suffolk Coast & Heaths AONB Sustainable Development Fund.

Suffolk Police

Link to the latest newsletter (October 2019):

<https://www.suffolk.police.uk/sites/suffolk/files/constablescounty-october-digital.pdf>

The interactive crime map for September shows 1 crime 'on or near Deben Lane' under the category 'Violence and sexual offences' – this includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences.

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 8th October 2019.

East Suffolk Councillors' Report – **the Clerk** to write to councillors, to request a more tailored report and invite them to a tour of the village (as suggested at the September meeting). DONE

DC/19/3653/FUL, Mill Cottage, Mill Road – **the Clerk** to write a letter of support to Planning. DONE

DC/19/3135/VOC/ (variation of condition 2 of DC/18/4880/FUL) – **Cllr Elliot** to check if this is a new application, therefore, possibly necessitating an extraordinary meeting. DONE, MEETING NOT NECESSARY

River Wall – **the Clerk** to write to the Environment Agency about the gorse. CLLR KAY TOOK PHOTOS OF THE GORSE GROWTH, DETAILED THE AREAS AFFECTED ON A MAP AND GAVE GRID REFS. AFTER A QUERY FROM THE CLERK, CLLR KAY ASKED THE ADVICE OF A LOCAL CIVIL ENGINEER. THE ENGINEER CLARIFIED WHAT WORK HAS BEEN DONE IN THE PAST AND WHO IS RESPONSIBLE FOR THE UPKEEP (THE TRUSTEES OF DAIRY MARSH FARM, WHO SIGNED A MEMORANDUM OF AGREEMENT IN 2015). 'THE EA THEN RELINQUISHED ALL MAINTENANCE RESPONSIBILITIES WITH THE FULL KNOWLEDGE OF THE TRUSTEES.' FOR INFO, THE WALDRINGFIELD FLOOD DEFENCE GROUP WAS DISSOLVED IN 2016. IN THE ENGINEER'S OPINION, WORK IS NEEDED TO 'CLEAR AWAY ALL THE GORSE FROM THE INNER FACE OF THE BANK AND KEEP DOING THIS IN AN ANNUAL BASIS.' THE TRUSTEES SHOULD ALSO 'ENSURE THE SLUICE IS CLEAR AND MECHANICALLY MAINTAINED OTHERWISE WHEN THE WALL DOES OVERTOP THE FLOOD WATER COULD BECOME TRAPPED.'

PROW – **the Clerk** to write to Martin Williams, to check on the status of outstanding works. DONE, NO RESPONSE

Bridleway – **Cllr Matheson** to speak to the smallholder.

Playing Field – **the Clerk** to accept the Norse quotation of £346.50 (plus VAT), for repairing the rubber tiles, and ask for an itemised quotation to repair rotten timbers. **Cllrs Reid and Archer**, and Tree Warden **Christine Fisher Kay**, to meet to discuss ideas for new equipment and suggest a rough budget. **The Clerk** to investigate the Playspace Fund and other possible grants. **The Clerk** to add the PC's email address to the signs. THE CLERK ACCEPTED THE QUOTE & ASKED FOR AN ITEMISED QUOTATION FOR FURTHER REPAIRS; NO REPLY AS YET. FOR INFO, WALDRINGFIELD WILL RECEIVE CIL MONEY 20-21, WHICH THE PARISH COUNCIL COULD CONSIDER USING TOWARDS PLAYING FIELD IMPROVEMENTS.

Rubbish – **the Clerk** to ask Norse to move the bin at the bottom of the Sailing Club steps, to replace the wire bin in the playing field. DONE – HAS NORSE ACTIONED YET? A new notice to be produced for the bottom of the steps. OUTSTANDING

Village Hall Defibrillator – **the Clerk** to ask SCC Cllr O'Brien and ESC Cllrs Kerry and Allen if locality grants may be available. DONE – IN PROGRESS. CLLR O'BRIEN HAS AGREED £600.

Emergency Plan – **Cllr Lyon** to clarify when the new proforma will be available and liaise with **Cllr Kay** to update.

Insurance – **the Clerk** to accept the Inspire (Axa) quotation through Came & Company, entering into the 3-year Long Term Agreement at £435.64 per annum, and request a new invoice. DONE

Budget – the Clerk to increase the footpath budget for 2020-21. KEPT AS 19-20, AS UNSPENT MONIES

Correspondence – the Clerk to write to Oak Farm, to request if machinery noise can be reduced. Cllr Reid to consider booking on to the Community Partnership meeting on 7th November. The Clerk to write to the Community Liaison Officer for EA1, to ask for an update on tree-planting. DONE. FROM EA1 'I can confirm that we will replant two trees for every one removed. The programme for the replanting of trees and hedgerows is still to be agreed, but will necessarily be undertaken during planting season in 2020.'

SID – Cllr Kay to produce some statistics to publish. IN PROGRESS – THE CLERK SUGGESTED A PRESENTATION AT THE NEXT APM

ITEM 6

To **NOTE** any application decisions received

DC/19/3653/FUL Mill Cottage, Mill Road – extension to balcony. Application permitted.

DC/19/3135/VOC (variation of condition 2 of DC/18/4880/FUL) Plot Adjacent to High Elms & Craggs, School Road – new dwelling on vacant freehold land. Variation to replace drawings of ground floor plan, first floor plan, proposed elevations and sections contained within the Design & Access Statement with new Drawing Nos. 6179/2 & 6179/3. Application permitted.

DC/19/3031/VOC (variation of conditions 2 & 5 of DC/17/1055/FUL) Eureka, Cliff Road – demolition of existing dwelling. Erection of three dwellings and garages. Alterations to existing access. Application permitted.

To **RECEIVE** any other planning information.

DC/19/3031/VOC (Eureka, Waldringfield)

Please be advised that during a referral panel meeting held on 29 October 2019, members agreed that the above application could be delegated to officers as the proposed design changes would not amount to an unacceptable form of development when considered against the site's planning history and other material planning considerations. The decision was therefore delegated to officers. SEE ABOVE.

Re. Brightwell Lakes (info from Ben Woolnough):

I've also been slightly side-tracked in this gap in setting up the Major Sites and Infrastructure Team – which will give much greater capacity to support the BLCF going forward.

The Housing Infrastructure Fund (HIF) is a utilisation of funding through Homes England to support housing delivery. It is very normal for sites of this scale to be supported by Homes England funding, whether that be as grants or forward funding. In this instance the bid was a County Council bid so that they may take on the responsibility to deliver the highway improvements, ideally in a closer sequence and much earlier. That doesn't take the cost away from the developer as they will need to repay the funding as the development builds out and it also shouldn't be a long term expense to the public purse. I hope that you will agree that upfront funding and better control of the delivery of highway works is in everyone's interests. Critical in this funding bid is also the delivery of the Boulevard and access through to the school so that that essential facility can be brought forward as soon as possible. The award of the funding was only announced on Friday and it has been subject to a very detailed and competitive bidding process.

I'll speak to CEG about another meeting soon as I want to ensure that they are able to come along with a suitable amount to discuss.

ITEM 7

To **DISCUSS** the possible provision of allotments in the village.

The list of interested parties now totals 13 (9 from 2013, 1 from 2015, 3 from 2019 – plus spouse of 2013 interested party).

ITEM 8

To **DISCUSS** the installation of a defibrillator at the Village Hall. This will include receiving quotations and information about ESC grants, and **APPROVING** the acceptance of a grant for £600 from SCC Cllr O'Brien.

We would be grateful if you would answer, in writing (preferably by email), the following questions:

1. Will the grant be used for the purpose stated above?
2. What expenses will the grant cover?
3. When will the grant be spent?
4. Is further fund raising necessary before the project can start?
5. If the grant is for repairs or a project, when will the work start?
6. If the grant is for goods, equipment or services when will the purchase be made?
7. What are the bank account details for your organisation? Please include:
 - a. who your organisation banks with;
 - b. your organisation's bank account name;
 - c. your organisation's full postal address;
 - d. bank account number; and
 - e. sort code.

Please also include in your reply the name of the Councillor making the award.

If the grant is not drawn down by the end of March 2021, it will no longer be available.

Councillors Kerry and Allen have each agreed, in principle, to give a grant towards the defib. After speaking to Graham at the Community Heartbeat Trust, he mentioned that wind farms frequently give grants to provide defibs. The Clerk wrote to Edward Rees at Scottish Power (EA1), who replied: *We cannot assist with funding, but we may be able to provide a defibrillator if any become available on completion of the project. I will need to ensure that any spare units we may have are safe for donation. When were you looking to have a unit in place?*

A quotation was received from Community Heartbeat Trust, for the same package as installed at the Maybush – £2120 (including £200 electrician, £25 delivery, training, free access to Webnos system and post-rescue counselling). The same package (Lifeline View Outdoor Package with Training) on primarycaresupplies.co.uk is £2175 (not including installation). On defibshop.co.uk the cost of the AED is £1240 and a similar cabinet is £524, so a total of £1764 (not including installation, training or Webnos). On firstaid.org.uk the AED is £1295 but there is not a similar cabinet.

ITEM 9

To **CONSIDER** a response to BT's proposal to remove the payphone outside the Maybush Inn. Comments by 2nd December to Charlie Bixby (ESC Planning Department).

1 call was recorded in the last year. To consider needs of the nearby defibrillator.

ITEM 10

To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety matters (including discussion about the crossroads, following a recent crash).

From PROW:

I have not had the opportunity to make progress regarding the bridleway other than revisit the site and review the mapping evidence regarding the legal alignment. I intend to write to the landowner

within the next week asking him to remove the obstructions on the legal line of the path including part of the piggery building. Issues such as dead animals being present in the vicinity has been mentioned. As previously advised, such matters should be raised with Trading Standards, as this issue is likely to fall within their remit.

I have asked for our contractor to cut back the side growth at the eastern end of FP 21.

SEE ITEM 5 FOR INFORMATION ABOUT THE RIVER WALL.

A complaint (by email) was received by Cllr Kay about the bridleway having dead sheep on it – 4 in total – and a metal hopper. The author was concerned that the sheep may have been buried, leading to the possible contamination of the bore holes along Newbourne Road. Photos were provided.

ITEM 11

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

For info (re. Playing Space Grant):

Before the Community Infrastructure Levy was introduced, the Outdoor Playing Space Scheme existed, which provided funds for local outdoor recreational facilities as planning permission for new housing was issued. Although collection to this fund has now ceased, there are still funds available for play and sport projects.

The Outdoor Playing Space Scheme determined the amount of playing space required by each planning application for new homes. Where space for children's play and sports grounds could not be fully provided for on the housing site, and there was a lack of that type of space locally, the applicant could provide something on land nearby, or make a financial contribution for improvements to local facilities.

These contributions from a number of small housing sites were grouped together to provide funding for new or enhanced facilities, benefiting the new residents of the parish.

The Clerk contacted ES Council to ascertain if Waldringfield has any funds available and if we are eligible. The reply received was:

There's £8,120.87 available in the play pot and approximately £7,291.44 available in sport which is shared with Newbourne, Martlesham and Waldringfield. What is the project that the parish is looking at?

SCL Landscape has confirmed the cost of a grass cut will remain at £60 (plus VAT) in 2020.

ITEM 12

To **CONSIDER** a response to the Boundary Division Arrangements Consultation (now extended to 2nd January).

Information from SALC (14th October) was circulated to councillors by email.

ITEM 13

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

Waldringfield Parish Council

ITEM 14

To **CONSIDER** and **APPROVE** applications for community grants, if any – Waldringfield History Group request for £500 towards a book.

Guidance was sought from SALC/NALC. Information (PDF document) was circulated to councillors. The section 137 limit per person is £8.12 (not £8.20 as per letter).

To **EVALUATE** and **APPROVE** the 2020-21 budget.

Circulated to councillors by email before the meeting.

The Clerk would suggest that the Manor Footpath reserve of £750 is disappplied. The Receipts & Payments Summary of March 2013 shows no earmarked funds for the river wall. The R&P Summary of February 2014 shows '£750 earmarked funds for river wall'. However, after investigation, the Clerk can see no actual receipt of the grant money (2013-14 & 2014-15 bank statements checked).

To **EVALUATE** and **APPROVE** the Parish Council precept for 2020-21.

The number of Band D equivalent houses has reduced from 249.75 to 251.81. Reasons for this could be: demolition, transferral to business rates (if holiday let), exemption due to occupation by students or owners moving to residential care.

If the precept for 2020-21 were to remain the same as 2019-20 – £13,444 – an increase of 0.82% would show (although no additional money has been requested). The Clerk has suggested an increase of 2%.

To **CONSIDER** and **APPROVE** items of expenditure and sign cheques accordingly – see separate list.

12 November 2019 (2019-2020)

Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
43	21/10/2019		Barclays Community A		Annual Subscription	CPRE	X	36.00	0.00	36.00
42	30/10/2019		Barclays Community A	101186	Website annual fee	Community Heartbeat Trust	S	50.00	10.00	60.00
44	09/11/2019		Barclays Community A	101187	Printing supplies	Amazon (via Rebecca Todd)	Z	14.97	0.00	14.97
45	12/11/2019		Barclays Community A	101188	Salary	Rebecca Todd	X	467.36	0.00	467.36
46	12/11/2019		Barclays Community A	101189	Grass-cutting -field	SCL Landscape Management	S	90.00	18.00	108.00
Total								658.33	28.00	686.33

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12 November 2019 (2019-2020)

Waldringfield Parish Council Uncashed payments/transfers out (All banks) (Upto 12/11/2019)

Voucher	Date	Cheque No.	Description	Total	Bank
36	03/10/2019	101179	Training	30.00	Barclays Community Acc
39	07/10/2019	101182	Grass-cutting -field	72.00	Barclays Community Acc
42	30/10/2019	101186	Website annual fee	60.00	Barclays Community Acc
44	09/11/2019	101187	Printing supplies	14.97	Barclays Community Acc
45	12/11/2019	101188	Salary	467.36	Barclays Community Acc
46	12/11/2019	101189	Grass-cutting -field	108.00	Barclays Community Acc
Total-----				752.33	

Waldringfield Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6 SOC Footpaths Grant	11/10/2019		Barclays Community A		Footpath cutting	Suffolk C C	X	196.80	0.00	196.80
Total								196.80	0.00	196.80

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

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)

	Bank Reconciliation at 12/11/2019		
	Cash in Hand 01/04/2019		
			12,026.98
	ADD		
	Receipts 01/04/2019 - 12/11/2019		15,098.33
			27,125.31
	SUBTRACT		
	Payments 01/04/2019 - 12/11/2019		11,414.54
A	Cash in Hand 12/11/2019 (per Cash Book)		15,710.77
	Cash in hand per Bank Statements		
	Cash 31/10/2019	0.00	
	Ipswich Building Society 31/10/2019	7,799.20	
	Barclays Community Account 31/10/2019	8,663.90	
			16,463.10
	Less unrepresented cheques As attached		752.33
			15,710.77
	Plus unrepresented receipts As attached		0.00
B	Adjusted Bank Balance		15,710.77
	A = B Checks out OK		

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

12 November 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	3,104.94	2,579	2,579
2 PAYE/NI							
3 Stationery/Mileage/Etc.				500.00	109.58	390	390
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	105.00	95	95
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	4,493.95	4,285	4,285

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

12 November 2019 (2019-2020)

41 AONB Grant Payments							
SUB TOTAL	42.00	42	3,105.00	4,240.67	-1,136	-1,094	
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	59.90	1,090	1,090
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	1,809.90	1,090	1,090
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	10,544.52	4,239	4,554
V.A.T.		0.00			870.02		
GROSS TOTAL		15,098.33			11,414.54		

To **CONSIDER** and **APPROVE** a request to Barclays to issue a debit or credit card, to facilitate online Parish Council payments.

The Clerk spoke to Barclays but as she is not a signatory, they won't take an official request call from her. A signatory will need to call Barclays (which will require additional security questions so the caller would need access to the statements which the Clerk holds). Depending on the type of mandate the PC has (likely to be a 'complex signing mandate' rather than a 'simple signing mandate', as two signatories are required to sign each cheque), Barclays will then post a mandate form. The form will need to be signed by two signatories. Upon receipt, Barclays will issue a debit card in two working days.

ITEM 15

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

Various SALC and NALC newsletters, and Rural Bulletins, were forwarded to councillors.

Suffolk Fly Tipping Campaign info received:

The Suffolk Waste Partnership, which consists of all the Suffolk Council's including the County and partners, have been working on a project aimed at reducing fly tipping in Suffolk. This project builds on the work originally designed in Hertfordshire and has since been used across the country. The SCRAP fly-tipping campaign is aimed at residents and businesses whose waste is sometimes fly-tipped by

Draft until signed

Ian Kay 10/12/2019

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Waldringfield Parish Council

unlicensed operators. It aims to remind people that they should only allow licensed waste carriers to take waste away for them.

In Suffolk this campaign will be delivered primarily through social media messaging and I have attached a sample of a post that will be used (along with additional wording). To maximise its success and spread the messages as wide as possible, I am writing to ask if you would support the campaign through your councils Facebook Pages, Twitter feeds and/or websites by reposting our posts as we release them. The Facebook and Twitter posts will be posted on the 'Suffolk Recycling' pages so please have a look and hit the follow button.

I have attached our comms plan which shows the dates that we will posting/tweeting these messages, beginning on Monday the 25th of November and ending at the end of March 2020 with two posts per week, so if you can support it please look out for these and share as widely as you can.

Rough Sleepers Count:

For the purposes of the count, we are using the night of Wednesday 13th November 2019 going into the morning of Thursday 14th November 2019. Please provide any information about known rough sleepers that you have contact with, including times and location, as we can use this as part of our intelligence in preparation of the actual night of the count.

Power for People information about the 'National Community Energy Campaign' (Local Electricity Bill) was circulated to councillors by email.

Information was received from ES Council about grass cutting in cemeteries (reducing frequency for wildlife) and circulated (not believed, as this juncture, to be relevant to Waldringfield).

Greenprint Forum Newsletter was received and circulated.

Relevant correspondence (ie Community Engagement event info) from NHS Ipswich & East Suffolk was circulated.

Details of the SALC AGM (including last year's minutes) were circulated.

Cllr O'Brien's response to Sizewell C consultation was circulated. The Clerk also forwarded correspondence from Sizewell C about the consultation, and details of a networking evening of the Anglian Energy Planning Alliance.

Suffolk View Autumn 2019 Edition (Suffolk Preservation Society) was circulated.

Details about the Town & Parish Council Planning Forum on 24th January were circulated; the Clerk booked Cllr Elliot a place. Any subject suggestions by 24th November.

The latest ICO information was forwarded.

The AONB monthly update and information about working parties was circulated.

East of England LGA bulletin was forwarded.

SCC school travel policy implementation review – information from Cllr O'Brien was circulated.

Felixstowe Antisocial Behaviour minutes were circulated.

The Clerk forwarded information following her attendance at the East Suffolk Community Partnership workshop. Awaiting data pack to email out.

Minutes of the last Suffolk Coastal Disability Forum were circulated.

A poster was forwarded by ES Council, advertising 'Fraud Awareness Week 2019' which is running from 17-23 November this year. The