



# Waldringfield

## Parish Council

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### 1765 Minutes of the Parish Council Meeting held on Tuesday 8<sup>th</sup> October 2019

**In attendance:** Councillors Kay, Elliot, Lyon, Reid, Matheson and Gold  
SCC Cllr O'Brien

**Clerk:** Rebecca Todd

1. To **RECEIVE** apologies for absence – Cllr Archer (holiday), ES Cllr Kerry (work), ES Cllr Allen (work)
2. To **RECEIVE** declarations of interest – Cllr Elliot (pecuniary, item 6, Mill Cottage planning application), Cllrs Lyon and Reid (non-pecuniary, item 10, as Village Hall trustees), Cllr Reid (non-pecuniary, item 13 correspondence, as spouse of member of Waldringfield Wildlife Group).

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.**

3. To **RECEIVE** reports from:

#### SCC Cllr Patricia O'Brien

Cllr O'Brien summarised her report (received in advance of the meeting), highlighting her opposition to the proposed Northern Bypass. SCC has proposed a reduction in First Buses Martlesham route 66 services to one an hour. Cllr O'Brien noted there was no mention of rail or water transport in the Sizewell C consultation document. The proposed 'Orwell Green' development has been withdrawn. A consultation on new council boundary divisions has begun. Cllr O'Brien attended a Police and Crime Panel meeting on 4<sup>th</sup> October. Commissioner Tim Passmore gave an update: more crime is arriving from London. A victim care report is being looked at, with communication with victims of crime being a priority. Suffolk will be receiving some of the extra police announced by the government but at this stage it is not confirmed where they will be deployed. The Clerk highlighted difficulties in making contact with the SNT team. Cllr O'Brien said she had approved a grant for £360, for new equipment for Waldringfield bowls club; £240 is still available to the Parish Council.

#### ESC Cllrs Richard Kerry & Melissa Allen

A written report was received in advance of the meeting (see supporting documents). Councillors suggested they would like the ward councillors' report to be less generic and the content more focused on matters more directly relevant to the villages in the ward. WPC is very keen to work closely with the other villages and councillors feel it would be very helpful if local trends and issues were shared through this medium, so common issues and opportunities can be identified. The Clerk was asked to write a letter to ESC councillors. The Clerk informed councillors that she had learned, from the online East Suffolk Council news, that Tetrapaks will no longer be recycled via the blue bins (this has yet to be communicated to residents by the council). Cllr Reid noted from the report that a reduction in strimming and grass cutting in specific public open spaces is being trialled in Saxmundham and Southwold.

#### 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 **10<sup>th</sup> September 2019**. Acceptance was proposed by Cllr Kay, seconded by Cllr Elliot and agreed by all 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 **10<sup>th</sup> September 2019** – see supporting documents. There was some general discussion.
6. To **CONSIDER** Planning Applications for **COMMENTS – DC/19/3653/FUL, Mill Cottage, Mill Road, extension of existing balcony**. *At this point in the meeting, Cllr Elliot left the room.* Cllr Gold presented the plans. *Cllr Elliot was asked to return briefly, to clarify the location of the proposed extension, before leaving the room again.* After some discussion, Cllr Gold proposed the

1766

application be supported, seconded by Cllr Lyon and agreed by all. *Cllr Elliot was invited back into the room.*

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda. Before the meeting commenced, a planning notification was received by the Clerk via email, reference DC/19/3135/VOC (variation of condition 2 of DC/18/4880/FUL). Cllr Elliot believed this application has already been received by the Parish Council, but would check if any amendments had been made, necessitating an extraordinary meeting.

To **NOTE** any application decisions received – see separate list. Noted.

To **CONSIDER** a response to East Suffolk Council's preliminary consultation on the new 'Historic Environment Supplementary Planning Document'. Comments by 25<sup>th</sup> October. Councillors looked at the proposals and unanimously agreed that comments are not necessary.

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

7. To **CONSIDER** and receive updates/reports on public rights of way, verges and road safety matters. There was some discussion about public rights of way, as a complaint had been received by the Clerk about an overgrown area near the river and there had been ongoing communication with the contractor to clarify if this area was part of the PROW schedule. Cllr Gold highlighted the area on screen and it was confirmed the area leading to the complaint did not feature on the schedule and, therefore, the Parish Council is not required to cut this path. However, Cllr Gold highlighted path number 36; part of this is on the schedule but is cut by the Sailing Club, therefore perhaps next year PROW could change the schedule to swap the area cut from the Sailing Club car park to the area complained about (in front of the reservoir). Councillors agreed that no further cutting is required this year. Cllr Gold highlighted the prolific growth of gorse on the river wall. It was agreed that the Clerk would write to the Environment Agency, with concerns that the gorse could undermine the structure. Cllr Gold said she had had no response to communications sent to Martin Williams at Suffolk Highways, regarding some outstanding PROW issues (ie missing signs, continuing blockage of bridleway, Mill Road footpath overgrowth). The Clerk also said she had had no response but will try again. Cllr Matheson will try to contact the smallholder, regarding the blockage of the bridleway. Regarding a complaint received about the 'triangle' (the complainant believes it to look messy), Cllr Reid queried who owns the land; it was felt that it is likely to be Suffolk Highways. No further comment was made, as it does not come under the Parish Council remit.
8. To **REVIEW** the annual playing field inspection and **DISCUSS** possible maintenance works. Councillors read the annual inspection report from Norse. Cllr Reid has also inspected the field and he believes the equipment appears to be ageing, agreeing with the report that some timbers are rotten. Cllr Reid suggested the fort needs some general refurbishment. The gate referred to is rarely used, mainly by the grass-cutting contractor. Cllr Reid has cut off the offending bolt shaft. There was some discussion about the natural tree feature; this possibly needs some reorganisation, as the logs are close to the tree stump. The cable ties referred to in the report were installed by the Parish Council to discourage pigeons from perching. Cllr Reid proposed acceptance of the quote from Norse to re-site the rubber tiles (£346.50 plus VAT – see supporting documents), seconded by Cllr Kay and agreed by all. Cllr Reid suggested the Clerk asks Norse for an itemised quotation to replace rotting timbers indicated in the annual inspection report, including surrounding the rubber tiles, in the fort area and the gateposts. There was some discussion about possible future improvements to the playing field; councillors noted the comments that have been received. It was proposed that Cllrs Reid and Archer, together with Tree Warden, Christine Fisher Kay, form a working party to put forward for consideration some ideas, including a rough budget. Cllr Lyon suggested a group of residents could then be formed to look at raising funds. Cllr Gold suggested a village event to aid fundraising, and the idea of sponsorship was mooted. The Clerk will investigate the Playspace Fund and other possible grants. Councillors agreed that the Parish Council's email address should feature on the two playing field signs; the Clerk will investigate a stick-on laminated addition. It was noted that the contractor will soon be cutting the grass short around the edges, and Norse around the outside of the field.
9. To **DISCUSS** the problem of overflowing rubbish on Waldringfield Beach. Cllr Gold has spoken to the harbourmaster, Tony Lyon, to ascertain what happened before the bin was installed at the bottom of the Sailing Club steps. Some rubbish was put in the dog bin and a relatively small amount left on the beach, however, councillors believed that rubbish was generally taken home

1767

or put in the bins near the Maybush (there is a sign highlighting these at the bottom of the steps). Cllr Gold felt Norse could not be expected to empty the bins more frequently. Councillors discussed the quote received from Norse to provide another bin. It was questioned whether there would be space for two bins in the area of the steps, and councillors also felt they may be unsightly. Cllr Gold said it was only a few weeks of the year, during peak season, when the bins overflowed. Cllr Gold proposed a trial period to remove the existing bin, seconded by Cllr Elliot and agreed by all. The Clerk will communicate with Norse, asking if the bin can be moved to replace the wire bin in the playing field, from where it could be returned if the trial proves unsuccessful. A new notice will be required at the bottom of the steps.

10. To **DISCUSS** the possible installation of a defibrillator at the Village Hall. As Village Hall trustees, Cllrs Lyon and Reid declared a non-pecuniary interest in this item but outlined that the Village Hall had had some preliminary discussions; while the idea of providing a defibrillator was supported, it was felt it may be more appropriate for the Parish Council to maintain an additional defibrillator for use by villagers. Councillors supported the need for an additional defibrillator, as the one near the Maybush is some distance from other parts of the village – in principle, subject to funding, agreement was proposed by Cllr Gold, seconded by Cllr Elliot and agreed by all. Cllr Lyon confirmed that Tony Lyon and John Smith have agreed to maintain and provide checks on another defibrillator. Cllr Elliot suggested a grant be sought. Cllr Reid suggested the Village Hall committee may contribute. The Clerk will ask SCC Cllr O'Brien and ESC Cllrs Kerry and Allen if locality grants may be approved for a defibrillator. Cllr Lyon suggested that the Community Heartbeat Trust be used if funding is possible, as they have proved helpful with the Maybush defibrillator.

11. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan – this will include a review of the Emergency Plan and discussion about what is required of an Emergency Planning Officer. Cllr Lyon has been informed that the proforma Emergency Plan document is currently being simplified but is unsure of timescale. Cllr Kay has been updating the existing document, which he highlighted is mainly for use by emergency services but is also available to inform residents and visitors. The 2013 flood was the catalyst. The document states it is to be updated every 6 months but this has not been happening since the Emergency Planning Officer stepped down (last updated in 2014). Data protection law meant the removal of the WELL document (vulnerable persons list). Cllr Lyon proposed that she takes on the role of Emergency Planning Officer (as a retired nurse with close links in the village, including the PC role of Flood Warden liaison), which was unanimously supported by councillors. Cllr Lyon's drafted list of duties and responsibilities was supported by councillors. Cllr Lyon has been in contact with Keith Faulkner Simpson at SCC and is booked on a free course in January, about setting up an emergency centre. It was proposed that John Smith could deputise for Cllr Lyon, as he has radio and communications skills.

## 12. CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any. None, although the Clerk said she had received a grant request from the Waldringfield History Group after production of the agenda (see supporting documents). The Clerk is currently seeking advice from SALC about this request, which will be discussed at the next meeting.

To **CONSIDER** the Parish Council's insurance renewal quotations and **APPROVE** the preferred quotation. Cllr Elliot proposed acceptance of the Inspire (Axa) quotation through Came & Company and suggested entering into the 3-year Long Term Agreement; this was seconded by Cllr Reid and agreed by all. The Clerk will ask for a new invoice but a cheque for £435.64 was written and approved at the meeting.

To **CONSIDER** priorities for the 2020-21 budget. Cllr Gold suggested increasing the footpath budget for 2020-21. Councillors unanimously agreed that any unspent maintenance budget from 2019-20 can be moved to reserves, for future maintenance/upgrades to the playing field. It was also suggested that general grant funds not spent during 2019-20 could possibly be put towards the purchase of a second defibrillator.

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

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. It was noted that the second part of the precept had been received. The

**1768**

information was scrutinised by Cllr Reid who proposed acceptance, seconded by Cllr Kay and agreed by all.

- 13.** To **CONSIDER** any correspondence received before the meeting – see separate list. In addition, Cllr Gold has received a letter of complaint about the loud beeping noise generated by the potato harvesting machine used by Oak Farm, which is reported to start at 6.15am and continue until late at night. Cllr Gold has also heard the noise around the village and is concerned that it will continue with the harvesting of sugar beet. The Clerk was asked to write to the farmer, to request if the sound level of the machine could be reduced. Regarding upcoming meetings, Cllr Reid expressed an interest in attending the East Suffolk Community Partnership meeting on 7<sup>th</sup> November. While discussing EA1, Cllr Gold requested the Clerk to write to the Community Liaison Officer, to ask for an update on tree-planting on site (as it was promised that for every tree cut down, two would be planted).
- 14. PARISH MATTERS** for the next meeting – Budget / Allotments / Response to Division Arrangements Consultation / Emergency Plan / Road Safety (following the recent crash at the crossroads) / Waldringfield History Group Grant Request / Website

**The Chair closed the meeting at 21.52pm.**

## REVIEW OF ACTION POINTS FROM THE MEETING

**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).

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

**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.

**River Wall** – the Clerk to write to the Environment Agency about the gorse.

**PROW** – the Clerk to write to Martin Williams, to check on the status of outstanding works.

**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.

**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. A new notice to be produced for the bottom of the steps.

**Village Hall Defibrillator** – the Clerk to ask SCC Cllr O'Brien and ESC Cllrs Kerry and Allen if locality grants may be available.

**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.

**Budget** – the Clerk to increase the footpath budget for 2020-21.

**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.

**SID** – Cllr Kay to produce some statistics to publish.

## 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 REPORT OCTOBER 2019**

Major issues have been to the fore this past few months; Ipswich Northern Bypass, Sizewell, First Buses, Sizewell and boundary changes.

I wrote firm words to Suffolk Leaders and I had a meeting with Dan Poulter MP to discuss further means to challenge the Ipswich Northern Bypass. Relief to Ipswich town centre and the Orwell Bridge can be found. Building barriers on the bridge is a feasible solution. We all know that if the Northern bypass were to go ahead it would have a detrimental effect on Martlesham, surrounding villages, Kesgrave, Woodbridge and beyond. Pressure is being kept at every level and I am hopeful that reason will prevail.

The axing of several First Buses services came as a tremendous shock on Sept. 1st. I had no knowledge whatsoever and immediately phoned Leeds, where First is based, and vigorously complained about the cuts and particularly that of route 66. The service has been partially restored on Eagle Way. Both First and SCC have had meetings and it is reassuring to know that both are determined to work together to bring about improvement.

Responses to the limited Sizewell C Stage 4 consultation proposals have deplored the use of road as the means of providing Sizewell with the plant needed for the construction. Unlike in the Sizewell C Stage 3 proposal, rail and marine transportation is not suggested. It is ignored. All responders prefer a rail or water strategy and point out the disruption and huge increase in traffic if road chosen. Some 1500 vehicles would be used and construction would take 10 years!! Goodbye gentle Suffolk!

It appears that the proposed building of 2,700 houses, between Bucklesham & Purdis, has been dropped. Let us hope for good!

A ten week consultation has commenced on proposals for new council divisions and division boundaries for Suffolk County Council. The consultation will close on December 2nd and draft recommendations will be published in March 2020. Final recommendations are expected in August 2020. New electoral arrangements will come into effect at the local elections in 2021. The Local Government Boundary Commission for England are recommending 70 councillors for Suffolk. This is a reduction of 5 councillors. The Commission are keen that there is balance and that each councillor should have roughly the same number of electors across the county. If you wish to become involved this can be done through the interactive consultation portal.

Patricia O'Brien

#### **East Suffolk Ward Members monthly newsletter – October 2019**

New Felixstowe Leisure Centre gets the go ahead

At East Suffolk's Cabinet meeting, held on 3 September, it was agreed that a new leisure centre for Felixstowe would get the go ahead to bring a single destination facility to the town, which will serve the community and also attract people from further afield. In November 2017, East Suffolk Council (then Suffolk Coastal District Council) published its Felixstowe Leisure Vision document, which showcases the potential for a multi-million pound sports and leisure development, highlighting the opportunity we have to re-vitalise our leisure facilities. Separately, the District Council has also embarked on a Leisure Redevelopment Programme to redevelop its leisure centres. Deben Leisure Centre and Leiston Leisure Centre has already been completed and work will start at Bungay Leisure Centre on 12 September. The existing Felixstowe Leisure Centre was built in 1985 and Brackenbury Leisure Centre, also in



Felixstowe, operated by the Council from the 1990s. Both facilities would need a significant amount of money spent on them to maintain their current offer.

## Next Steps

- The Council pursues the delivery of a new wet and dry destination facility in north Felixstowe.
- Council officers will report back to Cabinet when the RIBA stage 2 design-work is complete, including a full build programme for the works and the facilities that will be included within a new 'destination' facility.
- Council Officers will also bring to Cabinet a Business Plan for a new 'destination' Felixstowe Leisure Centre to support the project.
- An East Suffolk Built Facilities and Playing Pitch strategy will be produced following the updating of the current ones. This will also support the producing of a new East Suffolk Leisure Strategy.

## Community invited to identify potential wildlife areas

On Tuesday 3 September, East Suffolk Council's Cabinet agreed to two trial schemes, in Southwold and Saxmundham, which will see reduced grass cutting and strimming during 2020. Residents in both towns are invited to suggest open spaces, owned by East Suffolk Council, which they feel would benefit from less intensive grass cutting and which could then become bio-diversity areas. At present, grass in public open spaces across the District is cut four times each year, between March and October. In response to the wishes of residents and as part of its focus on environmental issues, the Council is now reviewing its grounds maintenance programme, aiming to make it more environmentally-friendly. Reduced grass-cutting and strimming in specific areas not only creates spaces for wildlife but also reduces carbon emissions. The trials in Southwold and Saxmundham will be evaluated by East Suffolk Council, East Suffolk Norse, expert bodies, the respective Town Councils and the community. It is hoped that the results will then determine a more environmentally focused grounds maintenance programme which can be rolled out across the whole of East Suffolk. Suggestions for Southwold should be emailed to [admin@southwoldtowncouncil.com](mailto:admin@southwoldtowncouncil.com) and for Saxmundham to [townclerk@saxmundham.org](mailto:townclerk@saxmundham.org)

## Boost for new Woodbridge cultural event

A new music and arts festival, featuring live music, art, an eco-zone, children's activities, yoga and more, took place in Woodbridge on Saturday 31 August after receiving a funding boost from Cllr Rachel Smith-Lye, who allocated £1,3000 from her 'Enabling Communities Budget' to support the event. East Suffolk Council's Enabling Communities Budget supports 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.

## Town centre toilets to undergo major refurbishment

Visitors to Lowestoft's town centre will soon benefit from improved public conveniences, with refurbishment work on some of the most frequently used facilities scheduled to start next week. East Suffolk Council will be carrying out improvement works to the public conveniences at Gordon Road in Lowestoft, including the addition of a new baby changing unit which will be accessible to all. The public toilets will be closed temporarily from Monday 9 September whilst the works are carried out. The disabled toilet, next to the Wilko entrance, will remain open during the works, which are expected to take between 4 to 6 weeks. It is estimated that over 145,000 people use these toilets each year and as a result, it is essential the facilities are kept in good working order. Refurbishments include relocating the male toilets to create a more usable space and, in response to public requests, the addition of a separate baby change unit which can be accessed by all. Energy efficient lighting will be installed as well as water-saving equipment which will conserve an estimated 150,000 litres of water per year. During the closure, visitors are advised to use alternative facilities at The Triangle Market or the Gordon Road bus station.

## Foxhall Planning Application withdrawn

An Outline planning application for 2,700 homes in Foxhall, known by the applicants as 'Orwell Green Garden Village', was submitted by Gladman & Orwell Settlement Trustees to East Suffolk Council on 15 May 2019. An extended consultation period took place in June and July and following consideration of consultation responses and feedback from the council the applicants choose to withdraw the application on 22 August 2019.

Women on Wheels Kesgrave was a great success

The first ever Women on Wheels Kesgrave event took place on Sunday 1 September and saw girls and women of all ages and abilities get on their bikes to raise over £460 for charity. Local groups and businesses also got involved with the Grundisburgh and Tuddenham WI's providing cakes and volunteers for the refreshment stops and the East of England Coop providing teas and coffees for everyone involved. All the profits from the entries go towards supporting two nominated charities; Fresh Start New Beginnings and Lighthouse Women's Aid.

## Voting now open for the Enabling Communities Award

As part of the East Suffolk Business & Community Awards, the public are invited to vote on the Enabling Communities Award. The finalists for this award have been shortlisted from all the community projects that have received funding from the Enabling Communities Budget or Exemplar Grant over the past 18 months. Voting is open to the public until Monday 30 September. The winner will be announced at the awards dinner at The Hangar, Kesgrave Hall on 3 October. For an overview over the finalists, go to [www.eastsuffolk.gov.uk/voting-now-open-for-the-enabling-communities-award/](http://www.eastsuffolk.gov.uk/voting-now-open-for-the-enabling-communities-award/)

## Insight into the Housing Portfolio Housing Strategy

The Homelessness Strategy is to be presented to Cabinet on the 1st October followed by the Development Strategy and the Housing Asset Management Strategy in November. This will leave a corporate Enabling Strategy for early next year. Work to develop a policy and procedure for Temporary Accommodation is to start shortly.

## Tenancy Services

This year we have implemented new Predictive Analytical software called RentSense and are continuing the contract for this for a further year to demonstrate its long-term ability to reduce our Officers case load and in turn arrears on accounts. Early indications are that arrears have plateaued and are starting to reduce. We are introducing new digital channels for Tenants in early 2020 with a Tenants Portal and text messaging allowing customers to access their rent account balances and make payments 24/7. In 2020 we will be putting together a tenant engagement strategy to further strengthen our engagement with our tenants. We will be continuing with successful projects such as 560 London Road South, Lowestoft. This is East Suffolk Council's first House in Multiple Occupation and is in partnership with Solo Housing to provide good quality housing for single homeless people. This has been so successful that we are looking for other sites to refurbish in the same way, and other Local Authorities are also copying this model. The purchase of another long-term empty property at 98 Park Road, Lowestoft, empty for 20 years, has enabled an exciting refurbishment project which should be completed by the end of the month

## Housing Maintenance

East Suffolk continues to invest in its housing stock, maintaining and improving properties for our tenants. £6.8M is provided for investment this year (19-20) and will deliver programmes such as rewiring, new heating, replacement roofs, kitchens and bathrooms to name but a few. Since the tragic Grenfell Tower fire in 2017 East Suffolk has scrutinised its only high-rise tower block St Peters Court, Lowestoft. A great deal of investment has been made to the building to ensure it remains as safe as possible for tenants. Works have been completed to install a full sprinkler system, replace all flat entrance doors with new 1-hour fire protected door sets, replacement of all window reveals with fire protected boarding, and various other internal works. The work is now underway to further review the exterior cladding on the building. The cladding is known to be of a very different type and fixing method to that of Grenfell, none the less, further investigations are underway to confirm the detail of the installation in conjunction with a registered fire engineer, building control and Suffolk Fire and Rescue service. Following Council's earlier declaration of a Climate Emergency we are now starting to think about our approach to environmentally sustainable property maintenance and refurbishment.

## Housing Development & Enabling

Lowestoft Post Office – it is hoped a full planning application will come to Planning Committee in November and I would like to invite ward members for a tour and discussion beforehand.

Suffolk County Council (SCC)– Children and Young Persons Services and Mental Health and Learning Disability Commissioning Team /Adult & Community Services (ACS), are looking for new homes in Lowestoft and Felixstowe. East Suffolk Council do not have any stock the meets their needs. Homes for sale on the open market are now being looked at as potential options. One option would be for SCC to lease properties acquired by ESC.

Training Hubs for Trades and Apprentices- discussions are taking with CITB, West Suffolk College and New Anglia LEP with a view to increasing training opportunities to help young people wishing to enter the building trade and to help meet the growing skills shortage,

## Housing Development

Duncan's Yard – our award-winning development at Duncan's Place was handed over in July 2019. All units are occupied, and the residents are settling in.

Brampton – We have entered into contract with Orwell HA to develop our first shared ownership of 6x 2bed houses in Brampton. Wellington (the contractor) have recently started on site. These units will be ready for occupation in autumn 2020.

## Community Housing Funds Schemes

School Lane, Bawdsey – we have now signed and sealed a funding agreement with the Peninsula Villages Community Land Trust (PVCLT), a CLT comprising members from 6 parishes (Alderton, Bawdsey, Boyton, Hollesley, Shottisham and Sutton) to fund their acquisition of 4 affordable houses at School Lane, Bawdsey from Crocus Homes (Development arm of Saffron Housing Trust). This is the first acquisition being funded through the Community Housing Fund which is aimed at tackling the lack of affordable housing in areas of high second home ownership. We are really pleased that we have got this project over the line.

Alderton – We are working closely with the PVCLT in order to bring forward another community-led scheme at Watson Way, Alderton. This project is in its infancy, however we are looking at repeating the success at School Lane, Bawdsey

Southwold Hospital – We are continuing to support SouthGen and Hastoe Housing Association to deliver a community-led scheme in Southwold for 9 affordable units. At a recent National Housing Federation awards event this project was highly commended in its group. Congratulations to Southgen, it has been great to work with them.

## Commuted Sums

Parham – We have agreed in principle to fund Orwell Housing Association to convert two shared ownership houses into affordable rent houses on a rural exception site in Parham. This will be funded through our commuted sums fund and will provide more rented stock in the area meeting a local need.

## Housing & Health

Private Sector Housing – The transition to East Suffolk Councils has been seamless and the new PS Housing strategy is now fully operational across the District. Of particular note is the high level of interest in the renovation grant, particularly in the Lowestoft area. The team has been tackling some difficult issues, with colleagues in planning, around the letting of industrial premises, in two locations, for housing – contrary to housing and planning law. The team have recently been filmed for the BBC programme Housing Enforcers and, assuming they make the cut, will be seen on television this autumn.

## Focusing on specific areas:

### Fuel Poverty – Warm Homes Healthy People

The Stepping Home project which supports patients to solve housing issues that are preventing them from going home, continues to grow and in August we were approached by the West Suffolk CCG and asked to deliver the same project in the West of the County. The inaugural meeting for this project was held recently and the project will start in October ready for the winter pressures that hospitals experience. (East Suffolk Council are involved in a West Suffolk project because we are the lead authority for all the Suffolk Councils on fuel poverty, energy efficiency and Warm Homes issues). The project is fully funded by the CCG.

Warm Homes continues to work with the Rural Coffee Caravan to deliver energy advice in rural areas and we were awarded funding to provide information on SMART metering. The first events around this are targeting residential park homes and will link in with other energy advice for these communities.



We delivered the full initial allocation of 'First Time Central Heating' grant for gas homes by the end of July and have successfully bid for funding from National Grid Affordable Warmth Solutions to install over 200 more gas central heating systems across Suffolk over the next 2-3 years. The take up of oil systems under the same funding regime, has been slow and we are working with a range of partners to try and increase the awareness of the link between cold homes and ill health to try and reach more vulnerable households who could benefit from this funding. We are also able to offer air source heat pumps for suitable properties.

## Private Rented Sector Energy Efficiency Standards.

It has been unlawful to rent out a property with an energy efficiency rating of F or G since 1 April 2018. In April 2020 this rule applies to existing tenancies. Landlords can register an exemption if any of the works required to improve the rating cost more than £3500 or there are other reasons, such as the Listed status of the building, that prevent them from improving matters for their tenants. There have been discounted and free insulation schemes around for many years and little excuse not to top up insulation. The team have beginning to contact landlords with these poor performing properties and will shortly be issuing penalty notices against those who cannot demonstrate good reasons for not addressing the situation.

## Home Improvement Agency

East Suffolk Council is part of the Suffolk wide Home Improvement Agency which provides a service to residents needing disabled adaptations. The contract ends in December 2021 and work has begun to review the service and define the nature of the future agency support. This piece of work is seen as particularly important against a backdrop of an ageing population and the pressures on the health and social care system.

Melissa Allen  
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## **Suffolk Police**

The interactive crime map for August shows a Public Order offence on or near the Golf Club parking area – 'currently under investigation'.

See <https://www.suffolk.police.uk/sites/suffolk/files/constablescounty-october-digital.pdf> for the latest newsletter (October 2019). Snapshot:

*The Felixstowe Safer Neighbourhood Team has continued to prioritise work around county lines with a number of drugs warrants executed. Local officers have been carrying out patrols in priority locations to prevent drug activity and anti-social behaviour. You can report crime or suspicious activity online to police <https://www.suffolk.police.uk/contact-us/report-something> or anonymously to Crime Stoppers 0800 555 111. In Woodbridge the Safer Neighbourhood Team has been acting on information relating to areas of low level anti-social behaviour and utilising links with partner agencies to prevent further disruption for local residents. During this period we have also had an additional member of staff join our team and we have therefore separated the area. PC Rachael Partridge will now cover the Woodbridge and Felixstowe area and PC Hannah Creasey has joined us who will cover Ipswich East. All contact details remain the same and both officers will share the email, facebook and twitter accounts.*

## 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 **10<sup>th</sup> September 2019**.

**East Suffolk Councillors** – could the report supplied be more tailored towards the ward? Can WPC arrange a time for you to tour the village?

**Enabling Communities Funding** – **councillors** to consider possible projects.

**Suffolk Police** – **the Clerk** to contact the Safer Neighbourhood Team, to try to establish closer links and receive more information about crime in the village. DONE – EMAIL SENT

**Emergency Planning** – **Cllr Kay** to update the local Emergency Plan. **Councillors** to consider a 'job description' for the Emergency Planning role, in order for the vacancy to be advertised by **the Clerk** in the newsletter; the copy date for the next issue is 15<sup>th</sup> November. IN PROGRESS

**Verges** – **the Clerk** will prompt Norse to cut around the outside of the playing field. DONE **Councillors** to organise a future public meeting to discuss the Verges Project (after 6 months have passed since the resolution made on 13<sup>th</sup> August, so February at the earliest). LATER ACTION

**Biodiversity Policy** – to be considered?

**Footpaths** – **the Clerk** to consult with **Cllr Gold** about when the footpaths should next be cut. DONE – CUT **The Clerk** will wait to see what part of the river wall footpath appears on the PROW cutting schedule next year, before the council can make any decision about this area.

**SID** – awaiting advice from Newbourne PC about when the SID is required by them. **Cllr Kay** to produce some statistics to publish. IN PROGRESS

**Grit Bins** – **Cllr Kay** to update the map for **the Clerk** to forward this and information about stock to Highways. DONE

**Northern Bypass Consultation** – **Cllr Kay** to draft a response and circulate for approval by **councillors**; **the Clerk** to email by 13<sup>th</sup> September. DONE

**Sizewell C Consultation** – **Cllr Kay** to update WPC's previous response, where necessary, and forward to **councillors** for approval; **the Clerk** to email by 27<sup>th</sup> September. DONE

**Sickness & Absence Policy** – **Cllr Elliot** to forward the final version to the Clerk. DONE

**AONB Sign** – **Cllr Reid** to forward the email from the AONB Officer for **the Clerk** to respond to. DONE

**Tree Charter** – **the Clerk** to sign the Tree Charter on behalf of the PC and include information in the next newsletter. DONE

**Suffolk Preservation Society Training** – **the Clerk** to book a place for Cllr Elliot. DONE

**Playing Field** – **the Clerk** to write to Norse to express concern about the lack of action, copying in ESC councillors. **The Clerk** to forward the playing field checklist template and last year's ROSPA inspection to **Cllrs Reid and Archer**, who will carry out a check. DONE

## ITEM 6

To **NOTE** any application decisions received

**DC/19/2065/FUL Land at Waldringfield Golf Club, Newbourne Road** – re-development of 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. Application withdrawn.

To **CONSIDER** a response to East Suffolk Council's preliminary consultation on the new 'Historic Environment Supplementary Planning Document'. Comments by 25<sup>th</sup> October.

### **Historic Environment Supplementary Planning Document – Preliminary Consultation**

East Suffolk Council is working on the preparation of a new Historic Environment Supplementary Planning Document. The Historic Environment Supplementary Planning Document will provide further guidance on the implementation of planning policy including practical planning guidance for developers and homeowners who are either planning new development or making changes to an existing property.

# Waldringfield Parish Council

It will also cover topics not included in previous guidance, such as energy efficiency and adapting to climate change. Once adopted by the Council, the document will be a material consideration when deciding planning applications.

The Council would like to know what information should be included in the Supplementary Planning Document and how it should be presented. Please submit your comments by 5pm on Friday 25 October 2019.

Once the consultation has closed, the Council will consider all the comments when writing the Historic Environment Supplementary Planning Document, and a formal consultation on the draft document will take place in due course.

The Supplementary Planning Document will update existing guidance so that it is in accordance with Government policy and developments in conservation technology. Below is the list of existing guidance documents that will be replaced:

Former Suffolk Coastal area:

- SPG1 – Redundant Buildings in the Countryside
- SPG6 – Historic Parks and Gardens
- SPG13 – Historic Buildings: Repairs, alterations and extensions
- SPG14 – Shopfronts, Signs and Advertisements

Former Waveney area:

- Built Heritage and Design Supplementary Planning Document

## ITEM 7

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

### Rights of Way

Footpaths have been cut but a complaint has been received:

*The path cutters didn't do much cutting along the path in front of the reservoir between the dinghy park and the rest of the wall. It is just about passable at either end at the moment, as someone has cut a small path amongst the brambles in front of the hut but is still quite tricky.*

Cllr Gold investigated:

*The footpath mentioned in the complaint is very difficult to negotiate. It is E537/036/0 from Sailing Club dinghy park to the field, in front of reservoir with drain marked alongside. As the path (E537/036/0) does not have to be cut through the Sailing Club car park it is probably equal distance. It is on the schedule, marked as the two headland sections.*

There is an ongoing discussion with the PC's contractor.

The Clerk wrote to Martin Williams at Suffolk Highways, regarding outstanding works on PROW, including the encroachment from overgrowth of FP21 (Mill Road) – as a complaint was received – and the blockage of the bridleway. Cllr Gold's original list of works was as follows:

*FP12 where changes from bridleway to footpath (The Manor), missing sign*

*FP36 Church end of Sailing Club car park, footpath sign needs new post*

*FP21 Mill Road End, hedge encroaching footpath needs good hack back*

*Track E-537/024/0 bridleway sign missing Waldringfield Heath crossroads, Newbourne Road end of track*

### Verges

Two complaints received that the Sullivan Places verges have not been uniformly cut short, including:

*I would be grateful if you could give me any follow up on the progress with bringing the verge at the corner of School Road /Sullivan Place please? It has now been 2 months since the decision was made to bring the grass to one level. As with previous correspondence, the verges were cut but this patch was not. Norse could not give me no answer as to whether it would be cut. I continue to hear a*

*number of complaints about the untidiness of this particular area, along with concerns about other 'messy' verges around the village. As this is to be reviewed in 4 months time, I am concerned that the request to cut these patches will not be followed through and we will be in the same position in February.*

On 8<sup>th</sup> October, Norse confirmed: 'Sorry for the late reply to you, I estimate we will be in Waldringfield in 5 working days.'

See item 8 about playing field 'verges'.

## ITEM 8

To **REVIEW** the annual playing field inspection and **DISCUSS** possible maintenance works.

The Clerk has forwarded to councillors the annual inspection report and September's Norse visit report. From Norse:

*The annual independent inspection was completed on 15 July and I actually visited the site myself yesterday to have a proper look. It's a nice little play space you have there, only a couple of things that I'd suggest need attention.*

*A bench is partially overgrown by a shrub which requires cutting back, a little bit of weeds in the sand pit and the tiles on the swings have a bit of gapping in the safer surface. I can get the first two items attended to next visit but the surface requires a bit more effort. To clean out the gaps and try and then shift the tiles around to close the gaps, which will then create gaps at the perimeters to simply fill with soil. It's really a day's work for a couple of people so we would be looking at £346.50 plus vat. It's not critical to do at this time, do you want to have a look and advise me if you want to proceed?*

Cllrs Kay and Archer undertook their own inspection in September and cut back the overgrowth surrounding the bench. After reading Norse's report, Cllr Archer wrote: 'I have cut the main offending branches back which were preventing half the use of the right hand bench, so I assume you must be referring to the left hand bench which I did not think was impaired. When I get back I will be pleased to have another look and cut back as required.'

A complaint was received:

*Just wondered if anything was going to be done about the untidy mess inside the playing field and some spots around the outside that haven't received their August cut yet? The grass is really long and not only looks a mess but cuts down the amount of area to lay on and makes it more difficult to walk around the outside. I just didn't want it to end up like it did 2 years ago when it never got cut. If the WWG want it left then maybe they should volunteer to strim it when its ready and then the grass cutters can cut it again. I don't suppose they will get a mower over it now very easily. I know there was some argument last time about who was to pay the extra to clear up the mess if it was cut as presumably it takes them a lot longer to do when long.*

Regarding the outside, Norse confirmed they 'will look into this as soon as possible and arrange the work to be completed.' The PC's contractor (SCL) confirmed 'we will cut the wild life margin on our next visit we are normally told by one of the councillors when they would like us to cut it'.

The Clerk received the following clarification from Christine Fisher Kay:

*I have phoned SCL Simon Cox and he will cut it either this week(probably) or next week if he can't manage sooner. He says his machine will have no problem cutting it, which I asked him having seen that someone had suggested it might be too difficult. The arrangement is that the outer 5m (not 1m) along 2 sides of the playing field is left longer during summer. The school children have planted 1000 wild daffodils in here which flower very nicely in spring. These are followed by other bulbs and plugs planted by the wildlife group. The long grass and other wildflowers through the summer provides foodplants for the caterpillars of many species of butterfly and moth and other insects and spiders, all food for our declining songbirds. The outside of the playing field fence is cut by NORSE. They cut the edges all year round but leaving the rear part for the summer months. I believe you have already*

*asked them to do this now, ready for the spring bulbs to show up which appear from January and February (lots of snowdrops and crocuses).*

## ITEM 9

To **DISCUSS** the problem of overflowing rubbish on Waldringfield Beach.

The Clerk asked Norse for a quotation to supply an additional black, opened-sided bin:

*Cost would be £225 + vat*

## ITEM 10

To **DISCUSS** the possible installation of a defibrillator at the Village Hall.

Information previously supplied to Cllr Lyon:

*I can see that the original defib (Lifeline View DCF-E2310 EN) was purchased from the Community Heartbeat Trust in July 2014 at a cost of £2122 (including fitting). It was replaced (due to an error) back in May. The original defib was guaranteed for 8 years and the battery 4 years.*

*In terms of maintenance, I ordered some replacement pads from the CHT in May at a cost of £78 (for 2 pairs). I believe they have a shelf life of 2 years (but could be 1). A new battery was ordered in Aug 2018 at a cost of £220.*

*There are a lot of suppliers out there but CHT might be a place to start.  
<https://www.communityheartbeat.org.uk/contact>*

## ITEM 12

To **CONSIDER** the Parish Council's insurance renewal quotations and APPROVE the preferred quotation.

Details forwarded to councillors. The broker – Came & Company's – recommended policy is with Inspire, for an annual premium of £455.94 (including a new £50 admin fee).

There is the possibility to enter into a contract for 3 years, for £435.64 per annum.

For reference, last year's premium was £430.

To **CONSIDER** priorities for the 2020-21 budget.

Last year's budget forwarded to councillors.



# Waldringfield Parish Council

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

7 October 2019 (2019-2020)

## Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
33 Stationery/Mileage/Etc.	03/10/2019		Barclays Community A	101177	Printing supplies	Amazon (via Rebecca Todd)	L	13.16	0.66	13.82
34 Post and telephone	03/10/2019		Barclays Community A	101177	Postage	Rebecca Todd	X	7.32	0.00	7.32
35 Training	03/10/2019		Barclays Community A	101178	Training	SALC	S	35.00	7.00	42.00
36 Training	03/10/2019	1764.14	Barclays Community A	101179	Training	Suffolk Preservation Society	X	30.00	0.00	30.00
37 Wildlife Group	03/10/2019	1763.11	Barclays Community A	101180	Grant s137/72 or s19 MAP76	Waldringfield Wildlife Group	X	100.00	0.00	100.00
38 Salaries	03/10/2019		Barclays Community A	101181	Salary	Rebecca Todd	X	467.36	0.00	467.36
39 Grass cutting (field)	07/10/2019		Barclays Community A	101182	Grass-cutting -field	SCL Landscape Management	S	60.00	12.00	72.00
40 Footpath Maintenance	07/10/2019		Barclays Community A	101183	Footpath cutting	Impact Landscaping	S	241.50	48.30	289.80
41 Insurance	07/10/2019		Barclays Community A	101184	Insurance	Came and Company	X	455.94	0.00	455.94
<b>Total</b>								<b>1,410.28</b>	<b>67.96</b>	<b>1,478.24</b>

7 October 2019 (2019-2020)

## Waldringfield Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
5 Precept	03/10/2019		Barclays Community A		Precept payment	East Suffolk Council	X	6,722.00	0.00	6,722.00
<b>Total</b>								<b>6,722.00</b>	<b>0.00</b>	<b>6,722.00</b>

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

See next page.

## Waldringfield Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 08/10/2019</b>		
	Cash in Hand 01/04/2019		
			12,026.98
	<b>ADD</b>		
	Receipts 01/04/2019 - 08/10/2019		14,901.53
	<b>SUBTRACT</b>		26,928.51
	Payments 01/04/2019 - 08/10/2019		10,746.54
<b>A</b>	<b>Cash in Hand 08/10/2019</b> (per Cash Book)		<b>16,181.97</b>
	Cash in hand per Bank Statements		
	Cash 30/09/2019	0.00	
	Ipswich Building Society 30/09/2019	7,799.20	
	Barclays Community Account 30/09/2019	10,077.01	
			<b>17,876.21</b>
	Less unrepresented cheques As attached		1,694.24
			16,181.97
	Plus unrepresented receipts As attached		0.00
	<b>Adjusted Bank Balance</b>		<b>16,181.97</b>
	<b>A = B Checks out OK</b>		

## Waldringfield Parish Council

### Transactions for Barclays Community Account

Voucher	Date	Chq/Rec No.	Description	Total	Cashed date
27	05/09/2019	101172	Grass-cutting -field	-144.00	
28	05/09/2019	101173	Grass-cutting -field	-72.00	
33	03/10/2019	101177	Printing supplies	-13.82	
34	03/10/2019	101177	Postage	-7.32	
35	03/10/2019	101178	Training	-42.00	
36	03/10/2019	101179	Training	-30.00	
37	03/10/2019	101180	Grant s137/72 or s19 MAP76	-100.00	
38	03/10/2019	101181	Salary	-467.36	
39	07/10/2019	101182	Grass-cutting -field	-72.00	
40	07/10/2019	101183	Footpath cutting	-289.80	
41	07/10/2019	101184	Insurance	-455.94	
				<hr/>	
				-1,694.24	

Value of uncashed entries    £-1,694.24

Continues on next page.

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

8 October 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		-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		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							
<b>SUB TOTAL</b>	<b>14,784.00</b>	<b>14,859.53</b>	<b>76</b>				<b>76</b>

### B - Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Salaries				5,684.00	2,637.58	3,046	3,046
2 PAYE/NI							
3 Stationery/Mileage/Etc.				500.00	94.61	405	405
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	455.94	-6	-6
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	105.00	95	95
12 Election Costs					76.16	-76	-76
40 Website/Scribe Fees				310.00		310	310
42 Professional Services				250.00		250	250
<b>SUB TOTAL</b>				<b>8,779.00</b>	<b>3,945.92</b>	<b>4,833</b>	<b>4,833</b>

### 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	660.00	120	120
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 Locailty 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 October 2019 (2019-2020)

41 AONB Grant Payments							
<b>SUB TOTAL</b>	<b>42.00</b>	<b>42</b>	<b>3,105.00</b>	<b>4,150.67</b>	<b>-1,046</b>	<b>-1,004</b>	

### 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		
<b>SUB TOTAL</b>					<b>2,900.00</b>	<b>1,809.90</b>	<b>1,090</b>	<b>1,090</b>

### F - Miscellaneous

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

### Summary

<b>NET TOTAL</b>	<b>14,784.00</b>	<b>14,901.53</b>	<b>118</b>	<b>14,784.00</b>	<b>9,906.49</b>	<b>4,878</b>	<b>4,995</b>
<b>V.A.T.</b>		<b>0.00</b>			<b>840.05</b>		
<b>GROSS TOTAL</b>		<b>14,901.53</b>			<b>10,746.54</b>		

## ITEM 12

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

Various invitations to conferences/meetings have been received and forwarded to councillors.

### Electoral Review Briefing, 10<sup>th</sup> October

The Local Government Boundary Commission for England (LGBCE) would like to invite a representative from your parish to a briefing on the electoral review of Suffolk. This will entail a short presentation by officers from the LGBCE, followed by an opportunity to ask questions. This briefing will be held at Suffolk County Council, Endeavour House, 8 Russell Road, Ipswich, Suffolk, IP1 2BX, 18:30 on Thursday 10 October 2019. In addition, the LGBCE will shortly be writing to all parish and town councils in Suffolk with details of the review. Information will also be available on our website <https://www.lgbce.org.uk/all-reviews/eastern/suffolk> An electoral review looks at the way the voters of a council's area are split and how many people will be in each county division. A review is carried out to determine whether towns, cities and parishes are given fair and equal representation at county level.



## **Suffolk Local Authorities Parish Engagement Event, 15<sup>th</sup> October**

Tuesday, 15th October 2019 at 9:00am, The Mix, Stowmarket. To book please use the following link.  
<https://www.suffolkgrowth.co.uk/event-details/suffolk-local-authorities-parish-engagement>

## **Public Meeting, 26<sup>th</sup> October**

Organised by NFLA, BANNG, TASC, Stop Hinkley

Studio 1, 'Firstsite' Gallery, Lewis Gardens, High Street, Colchester, CO1 1JH 10.30am – 1.30pm

Together Against Sizewell C are pleased to advise you of a seminar for Councillors, council officers and NGOs on the risks of new nuclear in England and the benefits of pursuing decentralised energy alternatives to mitigate the climate emergency. There will be a speakers from various organisations including one from Hinkley in Somerset who will be able to give an insight into the Hinkley Point C project which is already underway.

## **PCC & Chief Constable, 31<sup>st</sup> October**

Please find below details of a meeting to be hosted by the PCC and the Chief Constable on Thursday 31st October at the Ipswich Community Church, Wilberforce Street, Ipswich at 7pm. Suffolk's Police and Crime Commissioner, Tim Passmore and Chief Constable, Steve Jupp are staging a series of public meetings across the county and are encouraging Suffolk residents to attend. The meetings are an opportunity for the public to ask questions and to find out more about policing in the county. Each meeting will involve a quick overview from the PCC and the Chief Constable, then the public will have an opportunity to ask questions. There will be a senior police officer, responsible for policing in the local area, to add operational context. The south area meeting covers Ipswich and the towns of Woodbridge, Felixstowe and Hadleigh and surrounding towns and villages will be held on Thursday 31 October at the Ipswich Community Church, Wilberforce Street, Ipswich.

## **East Suffolk Community Partnership, 7<sup>th</sup> November**

Felixstowe Ferry Golf Club. Registration from 5.30pm. Workshops start 5.45pm prompt. Workshops finish 7.45pm. East Suffolk Council wants to bring your ideas to life; to give those who know most about where they live and work a fantastic opportunity to improve people's lives and deliver real outcomes. Eight East Suffolk Community Partnerships are being created with YOU in mind and we want you to join us at one or more of our workshops which begin next month – to decide what priorities each partnership should focus on over the next 12 months.

To take part and make sure that YOUR voice is heard, please email [communities@eastsuffolk.gov.uk](mailto:communities@eastsuffolk.gov.uk) and confirm which workshop you would like to attend. Places are limited to two per organisation per workshop, due to space limitations at the venues, but if you think there are other local organisations that we should invite, then please let us know!

### **Why is this happening?**

During the consultation on forming the new East Suffolk Council (ESC), concerns were expressed about the 55 Councillors covering larger geographical areas, more Town and Parish Councils and more people, and becoming disconnected from local people. With this in mind, eight Community Partnerships (CPs), based on natural groupings of communities (shown on the attached map), will provide a sharper focus on smaller areas and - with a solution-focussed workshop style, rather than a formal board or committee - seek to make a real difference. This, however, is not just an East Suffolk Council scheme! Key partners will be Town and Parish Councils, Suffolk County Council, Suffolk Police, Great Yarmouth & Waveney and Ipswich & East Suffolk CCGs, businesses, voluntary organisations, community groups and youth representatives. Your role is crucial.

### **What are the workshops for?**

The CPs will ultimately decide how funding is allocated against local priorities. The very first formal meetings will take place from January 2020 and each CP will have a £10,000 budget in 2019/20 before receiving £25,000 per year for the next three years to be spent on one or more agreed priority. There will also be a Strategic budget of £150,000 in 2019/20 and £300,000 a year for the next three years, overseen by a Community Partnership Board that includes the chairs of all eight CPs, that CPs can bid into.

Before then, however, we want to start the conversation by speaking with you about what the priorities are for your local area – not just through your own invaluable insight and knowledge but also by using data, facts and figures provided by the Suffolk Office of Data Analytics (SODA). This tells us

about an area's strengths/assets and an area's challenges. Armed with this information we can together make informed and effective decisions about funding and these workshops will kick-start this process. I am extremely proud of the work we have done to get to this point and I really look forward to seeing you at one of our forthcoming workshops. Let's work together and bring our ideas to life!

## **Shaping Our Future, 15<sup>th</sup> November**

I am delighted to invite you to "Shaping our Future" the seventh East Suffolk Partnership Annual Forum on 15th November 2019. This forum has become an important annual event for East Suffolk and I would encourage you to join us if you can. This year we will be exploring some of the critical issues affecting our lives, our communities and our businesses and identifying how we can work together to address them. There will be a packed programme of presentations, workshops, seminars and displays - together with plenty of networking.

Cllrs Kay, Elliot and Reid are booked on the above.

## **SALC Shaping Suffolk Conference, 18<sup>th</sup> November**

11 am – 4.30 pm

Our annual conference offers the potential to put local councils (parish and town) in Suffolk at the heart of building stronger communities and a sustainable future by developing further dialogues with all stakeholders in the complex world of planning. The aspiration for SALC is that by bringing the three tiers of local government together we can continue constructive conversations about where development and growth is happening. A landmark event providing not only advice and guidance but a chance to start to work together to make better places to live.

The event is free of charge thanks to our sponsors, Birketts, who are hosting and facilitating this event in their new offices based in central Ipswich. Please note numbers will be limited to one per council in the first instance in order to manage demand. We will be operating a reserve list, please email [admin@salc.org.uk](mailto:admin@salc.org.uk)

## **East Suffolk Community Safety Partnership, 9th December**

Riverside Community Centre in Stratford St Andrew. This all-day event is an opportunity for partners to learn more about what is happening locally in East Suffolk relating to community safety issues, such as Domestic Abuse, County Lines, Prevent, Hate Crime, Serious Violent Crime, Anti-Social Behaviour and more. You will also be helping to develop the East Suffolk Community Safety Partnership Action Plan, and this is your opportunity to shape the responses to our community safety priorities. We will send another email to you shortly with more details about the event and how to book your free place. If you have any questions in the meantime please contact [chris.woods@suffolk.gov.uk](mailto:chris.woods@suffolk.gov.uk).

## **EA1**

Following correspondence from EA1 about road resurfacing, a resident wrote to the Clerk:

*Please could you ask Scottish Power if they are going to be collecting all the road signs at the same time? I mean the approximately 100 'temporary' signs (I'm not exaggerating) between Waldringfield / Newbourne / Hemley and Woodbridge, that were put up when the Anglia One project started. The verges are littered with them!*

The Community Liaison Officer from Scottish Power Renewables wrote:

*I can confirm that all traffic management signs will be removed.*

## **AONB**

The latest AONB newsletter was forwarded to councillors. Snapshot:

*Dear Suffolk Coast & Heaths AONB Parish Councils*

*Please see attached this month's update on all things relating the Dedham Vale and Suffolk Coast & Heaths Areas of Outstanding Natural beauty (AONBs). It includes news relating to:*

- The publication of the Government's review into designated landscapes (such as AONBs)*
- A link to the AONB Partnership's response to the stage 4 Sizewell C consultation*
- News on how the AONB team are encouraging different sections of society to enjoy outstanding landscapes*

# Waldringfield Parish Council

- News of a 'stage 1' pass for a £635,000 project to underground low voltage electricity cables
- A link to a report into the potential impacts of the 'Energy Coast' on the local tourism industry
- Information on the Crown Estates offshore wind leasing
- A key member of the AONB team moving to new pastures

## **SALC & NALC**

Various SALC and NALC emails forwarded to councillors, including the 'opportunity to provide feedback on the external audit regime' via a survey to be completed by 15<sup>th</sup> October. Also, the chance to participate in a SALC consultation by 31<sup>st</sup> October – a 'review of governance arrangements and constitution'. SALC sent a 'save the date' for its AGM – Tuesday 26th November 2019, 7pm at Elmswell Village Hall. The latest SALC Forum minutes (2<sup>nd</sup> Sept) were forwarded, including information about website accessibility.

## **Rural Bulletins**

Forwarded to councillors.

## **ASB Minutes**

The latest Antisocial Behaviour (Felixstowe area) meeting minutes were forwarded to councillors.

## **Complaint**

A complaint was received, as follows:

*I recently had some relations come to see me, And they remarked on the Island near the school how awfull it looks messy ,untidy, also the village hall and the school, i hadnt taken much notice but when i did look the island is very messy, and the village hall has all overgrown, This maybe because there is no one to do it, I dont know but if outsiders think it, Then it must be a mess, its a shame really because it is normally well kept ...*

The Clerk replied:

*Thank you for contacting Waldringfield Parish Council. We are sorry to learn that you feel some areas of the village are messy, however, those you have written about are not under the jurisdiction of the Parish Council. The 'triangle' is looked after by members of the community in liaison with the school. Although not speaking on their behalf, it is managed for insects in general and butterflies in particular. At the moment, perhaps the area does look a little 'straggly' as the plants have been left to go to seed (to provide food for the birds and habitat for insects and small mammals) but it will be dug over in the winter and sown again in the spring by the children. I have attached a couple of photos showing the area in its flowering glory.*

*The Village Hall and surrounding area is maintained for wildlife by the Village Hall Committee with the help of volunteers, in line with the Parish Council's Landscape & Wildlife Policy (which can be found on the Waldringfield website). The school maintains its own grounds.*

The resident replied:

*Thankyou, But i think it looks a mess when it is in Bloom ...*

## **East Suffolk Council**

Councillors were forwarded information from ES Council about a council tax support consultation, which closes on 3<sup>rd</sup> November.

Information was forwarded from ES Council about the preliminary consultation on the 'Historic Environment Supplementary Planning Document' – discussed under item 6.

## **Website**

Information from CAS regarding website accessibility and updates was forwarded to Alyson Videlo.

Alyson provided information about the domain name [www.waldringfield.org.uk](http://www.waldringfield.org.uk) which she has previously paid for (not due for renewal until Oct/Nov 2020). 'I currently buy it from [www.123-reg.co.uk](http://www.123-reg.co.uk). I think you ought to discuss whether to keep it going or not.' It is not currently used but

was previously used to host maps and things linked to the onesuffolk village website. 'We have just played around with the map and managed to get it onto a googlesite <https://sites.google.com/view/waldringfieldpc/home> It now shows the info I had for hydrants and grit bins. It could be used to show other things if you like. I have changed the link on the webpage so that the maps now seem to work (at least in Chrome). There might also be an option to use the current domain name with the googlesites page if that's what you want.'

## **Miscellaneous**

The PC was informed by the homeowner:

*Thought I would let you know that the Studio at Driftwood The Quay is a separate residence now with council tax paid, we have tenants moving in this month so please could you make sure they are included in the circulation of the magazine and anything else.*

## **Grant Request**

A grant request was received from Waldringfield History Group. Although the matter cannot be discussed at this meeting (as it missed publication of the agenda), for information the request is to support publication of a local history book. A general grant application was first submitted in July 2017. From the August 2017 minutes:

*Two applications from the History Group for £500 and £220 were considered. It was agreed that the former required a more specific proposal and may be dealt with in a different way. Cllr Elliot was authorised to inform the History Group. The latter grant for £220 was approved under the Local Government (Misc. Provisions) Act 1976 S19.*

£500 is being sought. The grant is described as 'repayable' – so, in essence, a loan – once the book is 'self-funding'. The Clerk is seeking advice from SALC. They have confirmed the grant/loan could not be under s.142 (which is for providing information on local authorities, public services etc). Awaiting advice if a s.137 grant/loan would be permitted and how a loan would work in practice (if, for example, publication costs were not recovered).

## **Allotments**

The Clerk received a request for an allotment:

*Under the terms of the 1908 Allotment Act I understand that if a minimum of six Parliamentary electors in the Parish register a request for an allotment then the Parish Council is bound to act to try to find a suitable site. Legal arrangements around purchase, lease or rent would be between the Parish Council and the landholder, and the running of the allotment site would be delegated to Waldringfield Gardeners, (WALGA), of which I am a member.*

Looking at the previous Clerk's emails there were 9 interested parties in 2013, 1 in 2015 and the one above in 2019 – 11 in total (if all parties are still interested). The Clerk understands that a shortlist of 5 possible sites was drawn up, however, only one got close and one of the joint owners refused. The Clerk understands that Betsy Reid has been pursuing another site that might get agreement from the landowner but may involve buying the land rather than renting.

## **Playing Field**

A resident wrote, regarding the playing field:

*I would like to extend my support of the suggestion to build an outdoor gym at the local park, near the school. During my Military career of 10 years I gained an extensive knowledge of fitness and injury recovery and rehabilitation. And an outdoor functional training gym was the only thing I felt was missing in the local area. A fitness facility close by would be fantastic for the community, encouraging families to enjoy our beautiful outdoor spaces and healthy living. I would love to provide any advice regarding what type of fitness equipment to install and the best investment in terms of materials and budget.*

Another resident wrote:

# Waldringfield Parish Council

*I refer to your request for suggestions about the play area. Your piece in the newsletter mentioned possibly some adult outdoor exercise equipment. Can I say this is an excellent idea. I have seen this in other parts of Europe work well and be popular. It would encourage use of the park and offer ideal informal strength and fitness opportunities. In an age defined by the need for less effort in almost all we do, and increased obesity, it is inspired, offers real health benefits and would reflect well as a forward thinking and very civilised step on the pc.*

## **Suffolk County Council**

From SCC, forwarded to councillors:

*Have your say on division arrangements for Suffolk County Council*

*Today is the start of a 10-week public consultation on proposals for new council divisions and division boundaries for Suffolk County Council. Our consultation will close on 2 December 2019. After we have considered all representations made to us during this consultation, we intend to publish draft recommendations in March 2020. We will then hold a further period of consultation on our draft recommendations. Our final recommendations are expected to be published in August 2020. The new electoral arrangements will come into effect at the local elections in 2021.*

## **Suffolk Minerals & Waste Local Plan Modifications**

THE TOWN AND COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012  
SUFFOLK MINERALS & WASTE LOCAL PLAN MODIFICATIONS

Following the public hearing held in June as part of the ongoing Examination in Public, the County Council is publishing Modifications to the Plan in order to make it sound. Those interested have six weeks to make representations. The consultation will run from 5pm on the 07 October 2019 until 5pm 18 November 2019. These representations will then be considered by the Planning Inspector before he finalises his Report.

The consultation is hosted on the Suffolk County Council website and can be viewed by following the link provided: <https://www.suffolk.gov.uk/planning-waste-and-environment/minerals-and-waste-policy/suffolk-minerals-and-waste-development-scheme/public-examination/>

Alternatively, hard copies of the Modifications, tracked changes version of the Plan, Habitats Regulations Assessment and Sustainability Appraisal may be provided upon request. The documents can also be viewed at the main Suffolk County Council offices at Endeavour House, 8 Russell Road, Ipswich, IP1 2BX.

Please complete and submit the online form, downloadable form or email, or write to Suffolk County Council at the email or postal address provided. In all cases the correspondence must be received by 5pm on the 18 November 2019, or the views expressed will not be able to be taken into account. Only representations concerning the Modifications and supporting documents named above will be accepted.

## **Partner-funded PCSOs**

Suffolk Constabulary and the Police and Crime Commissioner are looking to increase the number of partner funded Police Community Support Officers (PCSOs) within the county. Currently we have 13 partner funded positions spread across a variety of partner agencies throughout Suffolk providing valued additional resource within these communities. Please find attached a leaflet which will explain this in further detail. Should your organisation be interested, please get in touch by the deadline of 15th November 2019. E: [Project2025@suffolk.pnn.police.uk](mailto:Project2025@suffolk.pnn.police.uk) Leaflet forwarded to councillors.

## **River Thefts**

The Harbourmaster, Tony Lyon, wrote: 'Just a note to let you know there have been some thefts on the river. Please be vigilant, and report any suspicious activity to the Police.'

## **ITEM 13**

**PARISH MATTERS** for the next meeting.



The Clerk suggests:

Budget

Response to the division arrangements consultation

Allotments

Grant request from Waldringfield History Group

Website (can be deferred)