



# Waldringfield Parish Council

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## 1820 Minutes of the Parish Council Meeting held on Tuesday 10<sup>th</sup> November 2020

**In attendance (via video conferencing):** Councillors

SCC Cllr O'Brien, 4 members of the public (3 of whom were later co-opted as councillors)

**Clerk:** Rebecca Todd

1. To **RECEIVE** apologies for absence – none.
2. To **RECEIVE** declarations of interest – Cllr Reid declared a non-pecuniary interest as a neighbour of Violet Cottage.

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.**

Before this part of the meeting commenced, Cllr Kay advised the potential new councillors present that WPC's Co-option Policy includes a request for candidates to attend a meeting as an observer before co-option. However, the agenda of this meeting includes co-opting new councillors. At the suggestion of the Clerk (who advised that observing a meeting is not required by law), all councillors resolved to move item 7 to later on the agenda, enabling candidates to observe proceedings.

A member of the public present had recently set up a new Google Groups Waldringfielders email group, to replace the Yahoo one that will cease to exist in December. The person asked if WPC would allow the guidelines for the group to appear on the village website (where the Yahoo group is currently detailed), with a link to the guidelines on the bottom of emails sent. This would not be a general discussion forum, but rather a means of residents posting local notices and information. The Clerk informed councillors that details of the Waldringfielders Forum appear on the website; this forum allows for discussion and debate. The resident advised that the email group has not been set up in competition with the Forum, and councillors agreed that the two would be complementary. Councillors resolved to approve the suggestion and Cllr Kay thanked the person for setting up the group; the Clerk will update the website. The person advised that there are approximately 120 residents registered; they will send a reminder to members of the Yahoo group and the Clerk agreed to include a note in the December Parish Newsletter.

3. To **RECEIVE** reports from SCC Cllr Patricia O'Brien, ESC Cllrs Melissa Allen & Richard Kerry and Suffolk Police. See supporting documents. SCC Cllr O'Brien highlighted some areas of her written report. Regarding the Suffolk 2020 Fund and its support for tree planting, Cllr Kay reported that the Tree Warden had received lots of saplings. SCC Cllr O'Brien advised that WPC still has £125 Locality Grant available. Cllr Reid asked SCC Cllr O'Brien how SCC's future funding has been impacted. Cllr O'Brien advised of a meeting to be held shortly to discuss the matter; she will report back when there is news.

Councillors noted the report from ESC Cllrs Allen and Kerry, and the police news reported by the Clerk. The Clerk reminded councillors of the forthcoming Police & Crime Commissioner's event (on 12<sup>th</sup> November), allowing councils to discuss how to tackle antisocial behaviour. Cllr Reid asked SCC Cllr O'Brien if the Crime Commissioner might be able to attend a meeting of the village, once the pandemic eases; Cllr O'Brien confirmed that she would ask.

4. To **APPROVE** the minutes of the Parish Council Meeting held on **13<sup>th</sup> October 2020**. Cllr Kay proposed approval, seconded by Cllr Reid and agreed by all who were present.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on **13<sup>th</sup> October 2020**. See supporting documents. Cllr Gold proposed that the Clerk writes to the Trustees of Dairy Marsh Farm, to thank them for their work in cutting back the gorse, which councillors supported. Cllr Kay advised that he has replaced the no cycling signs near the beach huts and near the school, mounting them both on plywood. Cllr Reid had completed an inspection of the playing field. Cllr Lyon reported that a replacement litter sign is not required at the bottom of the Sailing Club steps, as there is still a bin in the car park.

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6. To **RECEIVE** and **CONSIDER** statements of interest from parties wishing to be co-opted as a new councillor. Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, councillors resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during the further consideration of Item 6 (to allow for private discussion with the new councillor candidates). Members of the public present left the meeting (by being put in the virtual waiting room) and candidates were invited back individually. Each candidate was asked the same questions by councillors: what additional areas of council responsibility candidates may be interested in; if they are committed to undertake councillor training; and if objectivity would pose any problem to them (being one of the Nolan Principles to observe). All members of the public were subsequently returned to the meeting

8. To **CONSIDER** Planning Applications for **COMMENTS**.  
**DC/20/4155/FUL, 7 Sunnyhill, School Lane, Waldringfield** – construction of a new single-storey entrance porch & rear single-storey extension to form kitchen/dining/seating area. Increase in ridge height & roof pitch to create 2 bedrooms with family bathroom in the roof space. Replacement of existing garage flat roof with pitched roof. Elevational re-modelling replacement windows & overcladding. Case Officer Grant Heal. Comments by 13<sup>th</sup> November. One of the members of the public present (also a potential new councillor) advised they are owner of this property; they moved to the waiting room while councillors discussed the planning application. Cllr Elliot outlined the plans to other councillors; the application is for an extensive extension, including the roof being raised. There is no change to vehicular access. Cllr Gold advised that the street scene will be unaffected due to high hedges and Cllr Elliot advised that the new living area, while on the boundary, is next to a neighbour’s garage with no windows to overlook. Despite the extensive works, there are no material planning concerns and the Planning Group found no reasons to object to the application. However, they proposed conditions – hard landscaping to be permeable and any exterior lighting to give low levels of illumination on a timed/motion-activated basis. Cllr Kay proposed that the Planning Group’s comments be accepted and that WPC will not object, which was seconded by Cllr Reid and approved by all. The member of the public re-entered the meeting.

**DC/20/4229/FUL Violet Cottage, 5 Deben Lane, Waldringfield** – proposed rear single-storey dining room extension (existing conservatory to be removed). Case Officer Alexis Bruns. Comments by 16<sup>th</sup> November. Cllr Elliot outlined the plans, advising that the footprint of the extension will be only slightly larger than the existing conservatory and will have less fenestration. Councillors thought the application was sympathetic and Cllr Kay proposed that WPC recommends approval, which was seconded by Cllr Gold and agreed by all (excepting Cllr Reid, who abstained).

**DC/20/4265/FUL Cadges Cave, Deben Lane, Waldringfield** – two-storey and single-storey extensions & alterations (following demolition of adjoining garage) and new detached garage. Case Officer Mark Brands. Comments by 17<sup>th</sup> November. Cllr Elliot outlined the plans. Although the application is for an increase in size of the property by approximately 80%, it meets the planning criteria for an extension. An existing L-shaped property, it is proposed to expand in all directions and the garage will be built over. There will be a mix of finishes. There was some discussion about the two proposed balconies, one of which is likely to overlook one or two other properties’ sitting-out areas. The Planning Group’s suggestion of obscured glass as a condition was supported by other councillors. It was also proposed to add conditions: any exterior lighting to give low levels of illumination on a timed/motion-activated basis; permeable hard landscaping; and swift bricks to be included (as the Wildlife Group reports swifts in that area). Cllr Elliot proposed that WPC does not object, which was seconded by Cllr Gold and agreed by all.

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

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

To **RECEIVE** any other planning information. See supporting documents. Cllr Elliot asked the Clerk to confirm if Ben Woolnough is still the main contact for Brightwell Lakes. Councillors resolved to discuss the Affordable Housing Supplementary Planning Document at the next meeting. Councillors resolved to discuss the proposed changes to Sizewell C’s DPO representation at the next meeting.

To **CONSIDER** a response to the ESC planning consultations (comments by 30<sup>th</sup> November):  
Community Involvement  
Cycling & Walking Strategy  
Recreation Disturbance Avoidance & Mitigation Strategy

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Cllr Elliot pointed out that WPC's response to the recent consultation on the Government planning white paper included praising ESC's level of public engagement via its consultations and offered to precis the contents of the current consultations for councillors. Councillors agreed to individually look at the consultation questions and, should it be felt that a WPC response is required, councillors will agree this by email.

To **CONSIDER** a response to the request from Bentley Parish Council for Quiet Lanes feedback. As Neil Winship has a good understanding of the Quiet Lanes project in Waldringfield, having been greatly involved in its inception, councillors agreed for the Clerk to forward his comments and feedback to Bentley PC.

9. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters. WPC has received a letter from Waldringfield Primary School, regarding traffic safety concerns, largely arising from the Eureka development (a copy was emailed to councillors in advance of the meeting). The school is concerned about traffic entering and exiting the site, posing a risk to children, especially with the protected oak tree on the boundary obscuring a driver's view. The school proposes four possible solutions: zigzag lines outside the school; creation of a pavement with safety barriers outside the school; creation of a pavement on the opposite side of the road (after softening the sharp blind corner); 're-routing the road to simultaneously soften the sharp bend and allow a wide pavement on the school side of the road'.

Cllr Elliot had investigated the process of installing zigzag lines. In short, SCC has no funding available for this, although work can be paid for directly by schools or parish councils. Councillors felt that zigzag lines would not alleviate potential risks caused by traffic from Eureka. Councillors were opposed to the suggestion of a pavement on the playing field side, particularly as a large oak tree would have to be felled to make space. Cllr Gold suggested softening the corner could actually speed up traffic, and Cllr Elliot thought it could lead to more parents parking dangerously on the bend.

Cllr Elliot highlighted that WPC had strongly opposed the Eureka planning application and pointed out that Suffolk Highways had approved the road safety measures included in the Eureka plans, as did the Inspector at Appeal. Cllr Lyon suggested possibly replacing the white gate next to the Eureka driveway with zigzag bars to slow children and lessen the risk of them running out. Councillors were generally supportive of some sort of barrier (but did not agree on its location), noting the planned new pavement outside the school, however, they highlighted that WPC is not the decision maker for such changes. Cllr Reid, as a previous headmaster, expressed empathy for the school's concerns. It was resolved that the Clerk would draft a reply to the school for agreement by email; this would direct the school towards contacting Suffolk Highways and SCC Cllr O'Brien.

There was a brief discussion about the 20mph zone in Cliff Road. Cllr Reid suggested the Clerk asks Suffolk Highways if there is any discretion to provide repeater signs in a zone where there are measures to slow traffic (speed humps in Cliff Road), as residents are erecting their own homemade signs. Cllr Elliot asked where the SID is currently located and was told that it is in Newbourne Road. There was a question of whether the SID could be mounted in Cliff Road; this would require input and ultimately permission from Suffolk Highways.

10. To **RECEIVE** updates on the playing field, including **CONSIDERING** a quotation received to provide monthly inspections and **APPROVING** a retrospective quotation to replace a rotting gatepost. Councillors voiced their disappointment in the inspection service that has been received from Norse. The content of the inspection reports does not match with the provision (ie old photos and inaccurate references, such as comments on the defunct sandpit and suggestions of rot on new equipment). Councillors resolved for the Clerk to contact the ESC councillor with responsibility for Norse, to outline WPC's concerns.

There was some discussion about the quotation from Fenland to provide monthly inspections. Cllr Reid suggested that quarterly external inspections could be sufficient if councillors could cover the intervening months. Cllrs Reid and Archer (both having completed training) agreed to share the inspections. Cllr Archer suggested a yearly inspection might suffice, as even quarterly inspections create a funding burden on WPC. Cllr Gold volunteered to assist with inspections, as did the Clerk. Councillors noted the details of the company which undertakes a yearly inspection for Newbourne PC (Playsafety Limited), suggesting the cost is reasonable. The Clerk will ask for a quotation.

The quotation from John Nunn to replace the rotten gatepost in the playing field (£118.12), was retrospectively approved – proposed by Cllr Reid, seconded by Cllr Elliot and agreed by all. It was agreed that the Clerk will add a BACS payment for approval on Unity Trust before the next meeting.

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7. To **VOTE TO CO-OPT** new councillors on to the Parish Council. New councillors to sign a Declaration of Acceptance of Office form and to be reminded to complete the online register of interests within 28 days. New councillors to declare interests relevant to further items on the agenda. Cllr Reid proposed that Joanne Doyle, Sue Quick and Paul Beaumont be co-opted on to the Parish Council, which was seconded by Cllr Elliot and agreed by all councillors. The Clerk asked for the new councillors to either post their declaration or sign, scan and email a copy to her. Cllr Elliot suggested that existing councillors could undertake some refresher training; Cllr Lyon has yet to complete training and was keen to participate. The Clerk will ask SALC if whole-council training can be provided.
11. To **CONSIDER** a response to the Standards in Public Life consultation (NALC deadline 4<sup>th</sup> December, government deadline 18<sup>th</sup> December). Councillors resolved to defer discussion to the next meeting.
12. **CLERK AND RFO REPORT**  
To **CONSIDER** and **APPROVE** applications for community grants, if any. None received.  
To **APPROVE** the Clerk joining the SLCC (registration £8, yearly subscription £109). Councillors unanimously approved for the Clerk to join the SLCC, and agreed that the Clerk will add a BACS payment for approval on Unity Trust before the next meeting.  
To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list. Cllr Reid proposed acceptance, seconded by Cllr Gold and approved by all. Cllr Reid and Cllr Kay will approve the BACS payments. Cllr Kay has the Ipswich Building Society passbook, which he will post back to the Clerk.  
To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. Cllr Reid proposed acceptance, seconded by Cllr Gold and approved by all.  
To **EVALUATE** and **CONSIDER** the draft of the 2020-21 budget and the level of reserves. Councillors had received a copy in advance of the meeting but due to the meeting overrunning it was resolved to discuss the matter at the next meeting; the item will feature near the top of the agenda.  
To **CONSIDER** implications of the Local Government Services’ Pay Agreement for 2020-21 on the Clerk’s annual leave entitlement. Councillors resolved to defer discussion to the next meeting.  
To **CONSIDER** whether to print the December edition of the Parish Newsletter. Councillors resolved for the newsletter to be printed, to ensure inclusion for those residents with no access to technology.  
To **CONSIDER** how to circulate information when the Waldringfielders Yahoo group ceases. This matter was discussed at the start of the meeting; councillors resolved to use the new Google Group for forwarding information to residents. Cllr Elliot suggested the Clerk sends an email to Waldringfielders on Yahoo and Google, advising that WPC will post information via both channels until Yahoo ceases to exist, whereupon all information will be posted on the Google Group.
13. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan (including the Emergency Plan and the Reserves Policy). Cllrs Kay and Lyon had worked together on the Emergency Plan. Councillors thought the plan was comprehensive. Cllr Gold proposed acceptance, seconded by Cllr Elliot and approved by all. The Emergency Plan was adopted. Cllr Lyon said that the Village Hall may be used as an emergency rest centre but she will liaise with the Village Hall committee. Councillors resolved to defer discussion about the Reserves Policy to the next meeting.
14. To **CONSIDER** any correspondence received before the meeting – see separate list. The Clerk asked councillors if they wish to take ownership of the speed gun. There was no appetite, particularly as there is no active Speedwatch co-ordinator. As WPC’s previous District Councillor had played such an active role in Speedwatch, it was suggested that the Clerk contacts ESC Cllr Allen to ask if she can reactivate the scheme.
15. **PARISH MATTERS** for the next meeting. Cllr Reid said that Martlesham PC has declared a climate emergency and he asked for WPC to consider making the same declaration at its next meeting. Deferred items from this meeting/further discussion required –Affordable Housing Supplementary Planning Document, proposed changes to Sizewell C’s DPO representation, Cliff Road 20mph zone, playing field inspections, Standards in Public Life consultation, Clerk’s holiday calculation, draft budget & precept, Reserves Policy.

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The Chair closed the meeting at 22.10pm.

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## REVIEW OF ACTION POINTS FROM THE MEETING

**Waldringfielders Google Group** – The Clerk to update the village website, to include the guidelines of the group. The Clerk to include joining information in the December newsletter. The Clerk to send an email to the Yahoo and Google Group members, advising that information will be emailed to both groups until the Yahoo group ceases to exist in December, whereupon only the Google Group will be used.

**SCC** – Cllr O'Brien to report future SCC financial funding information once known, and will suggest a village/ward meeting with Tim Passmore, when restrictions ease.

**River Wall** – the Clerk to write to the Trustees of Dairy Marsh Farm, to thank them for organising the cutting-back of the gorse.

**Planning Applications** – Cllr Elliot to forward the Planning Group's comments to the Clerk, who will send to ESC Planning.

**Brightwell Lakes** – the Clerk to ask Ben Woolnough if he remains the main contact.

**ESC Planning Consultations** – councillors to look at consultation questions and to email other members of WPC if they feel a collective response is required. Comments by 30<sup>th</sup> November.

**Quiet Lanes** – the Clerk to email Bentley PC with Neil Winship's feedback.

**Primary School Road Safety Concerns** – the Clerk to draft a letter for agreement by councillors by email.

**Cliff Road** – the Clerk to ask Suffolk Highways if there is any discretion in installing repeater signs in the 20mph zone. The Clerk to ask Suffolk Highways for possible SID sites.

**Playing Field** – the Clerk to write to the ESC councillor for responsibility for Norse, outlining WPC's concerns about inspections. The Clerk to ask Playsafety Limit for a quotation to provide a yearly inspection.

**New Councillors** – new councillors to send their completed Declaration of Acceptance of Office forms to the Clerk (by post or email). New councillors to complete their online register of interests within 28 days. The Clerk to ask SALC for a quotation for whole-council training.

**BACS Payments** – to be approved by Cllr Reid and Cllr Kay. The Clerk to add payments for John Nunn and SLCC. Cllr Kay to post the Ipswich Building Society passbook to the Clerk.

**Speedwatch** – the Clerk to contact ESC Cllr Kerry, to enquire about the project.

## SUPPORTING DOCUMENTS

### ITEM 3

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

#### **Suffolk County Council November Report**

We are all very well aware of our challenging situation now and for many months ahead. However, SCC is carrying on as best it can through zoom meetings and by email. Thus in the light of Covid 19 the council has:

- Created new school places for children with special education needs, with 210 young people attending new, special units at schools in East Suffolk, West Suffolk and Ipswich.
- Made it possible for 98% of premises in Suffolk to access superfast broadband, with a plan for the remaining 2%.
- Maintained a stable budget, despite the increasing demand and cost of running public services.
- Agreed a new model for Family Hubs in Suffolk, releasing funding tied up in buildings to reinvest in more staff to help people.
- Increased the number of electric vehicle charging points, with particular focus on rural areas.
- Creating a number of 'quiet lanes' thus reducing the number of motorised vehicles using certain single track lanes.

Suffolk's natural environment will receive investment for tree-planting, restoring hedgerows, and improving roadside verges for wildlife. £228,000 from the Suffolk 2020 Fund will enable Suffolk County Council to enhance its work to protect and encourage biodiversity in the county.

Working with The Woodland Trust, Suffolk Tree Wardens, landowners, and county farm tenants, the funding will support the planting of around 100,000 trees, including replanting hedgerows in suitable locations across Suffolk over the next 18 months. The funding will also be used to trial better ways to manage roadside verges for wildlife.

New cycle parking has been installed in two Suffolk towns, Stowmarket and Sudbury, thanks to the Government's Emergency Active Travel Fund to help make cycling safer and easier. The public's enthusiasm for cycling has led to an opportunity, in line with the Department for Transport guidelines, for the county council to deliver a raft of measures across the county to encourage active travel. This includes alterations to road layouts and providing temporary footpaths and cycle lanes.

SCC has put forward significant changes to the plans for the Sizewell C nuclear power station, to cut the number of lorries on Suffolk's roads and curb its impact on the environment. The main changes involve making more use of rail and sea to deliver construction materials, with an increase in trains and alterations to the proposed beach landing facility. My main objection to Sizewell C related to the effect it would have on our roads. Hopefully, lorries on the roads can be minimised or better still, Sizewell C won't happen! The consultation on the changes begin on 16th November.

From 12 October, the Health and Safety Executive (HSE), working with Suffolk councils, has been speaking to businesses to offer guidance and advice on how they can manage risk and protect workers, customers, and visitors from COVID-19. All of Suffolk's district councils, working together as part of the Suffolk Resilience Forum's Safer Places Group, have agreed to work in partnership with the HSE to enable them to support thousands of businesses more quickly through a targeted approach. Both the HSE and the councils are also working alongside local public health authorities to support the understanding of any patterns in confirmed coronavirus cases in the area. Becoming COVID-secure must be a priority for all businesses in Suffolk.

I wish you all a safe and secure future as the 2<sup>nd</sup> lockdown comes into place on 5<sup>th</sup> November.

Patricia O'Brien

#### **ESC Ward Councillors' Monthly Newsletter – November 2020**

# Waldringfield Parish Council

Welcome to the November edition of our monthly newsletter – keeping you up to date with the main news stories from East Suffolk and, where possible, a head’s up on issues which are emerging.

Regards,  
Melissa and Richard

## Housing Issues

As expected, the housing list has had an increase, however this is not due to evictions from the private sector it is just housing need. We are pressing on with our own development programme which includes the old Deben School Site, purchasing of 106 homes from developers, I recently opened 6 new shared ownership homes built on an old garages site these were built to a high standard complete with air sourced heating systems. We are still working with few individuals who are homeless (their choice) most of the people taken off the streets at the beginning of the first lockdown have been moved on to permanent housing which is great news. I endorse the response we have sent to Government regarding the planning White Paper it is a very robust response particular in respect to affordable housing where I have serious reservations, I did have a meeting arranged with the housing minister to which I had sent the questions I needed answering but this was cancelled due to a Parliamentary statement by the PM, I hope this can be rearranged these meetings between local Cabinet Members and Ministers are very important as we are the sharp end of their policies and our input is necessary to get aspects changed so we can make them work or not as one size does not fit all.

## East Suffolk responds to new restrictions

East Suffolk Council has confirmed that key services will continue despite the new restrictions introduced to help combat the Covid-19 pandemic. However, we are asking residents to continue doing their very best to help combat the virus.

While some changes and adaptations have been made to ensure that the Council adheres to the new guidelines, the priority remains that services continue to be delivered as normally as possible while also supporting the efforts to reduce the virus in East Suffolk and the wider county.

So, for example, while our Leisure Centres and Marina Customer Service Centres have unfortunately had to close temporarily in line with government guidelines, waste collections are to continue as normal, public conveniences will remain open and grounds maintenance will not be affected. You can see the full details of how services are affected on our Covid-19 page.

## Gold standard for councillor support

As a result of its commitment to Member development and excellent support to Councillors, East Suffolk Council has been awarded the coveted “gold standard” Councillor Development Charter Plus Award.

Developed by the Local Government Association and the nine Regional Employers’ Organisations, the Charter Plus Award is only given to those councils that can demonstrate their strategic approach and continuous commitment to councillors’ learning and development needs.

In order to obtain this prestigious award, the Council must undergo a rigorous assessment by an independent panel of assessors and submit evidence that the Council meets the Charter Plus criteria.

This accreditation is recognition that East Suffolk Council has achieved best practice in the way it provides support, learning and development opportunities for its elected members, ensuring they have the necessary skills and knowledge to effectively represent their communities.

Councillor development activities are led by a cross party Member Development Steering Group. Activities include the creation of a Member Development Strategy, a comprehensive induction programme for all new Councillors, an Annual Training Programme and a Personal Development Plan process that assesses member’s individual training needs on an annual basis.

## Funding boost for key organisations in East Suffolk

East Suffolk Council has launched a new £100,000 ‘Bounce Back’ Fund, which offers grants of between £250 and £5,000 to support voluntary, community and social enterprise (VCSE) organisations in East Suffolk.

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Funded through the East Suffolk Community Partnership Board, the funding is available for equipment, adaptations or staffing to enable VCSE organisations to safely continue or restart their services or to develop/launch new services.

All VCSE organisations are eligible to apply, as long as the funding requested is for equipment, adaptations or staffing to continue or restart a service or develop/launch a new service. However, some groups will be given priority to help support those who have been particularly impacted by the pandemic. These include organisations supporting young people, organisations relying on volunteers and community buildings which are struggling to reopen safely.

Shared ownership scheme is district first

As part of a comprehensive development programme to deliver vital new housing, East Suffolk Council has introduced six new shared-ownership properties to its housing stock – the first of their kind in the district. The properties are located in Brampton near Halesworth and provide an affordable ownership scheme, which combines purchasing a share in a home with a rental agreement for the remaining unowned shared.

The six properties are semi-detached two-bedroom houses and are the first shared ownership properties the Council has built. East Suffolk has worked in partnership with Orwell Housing Association to deliver the new homes which have been built by local Contractor, Wellington Construction.

The properties are over 800sqft over two levels, externally there is a rear turfed garden, off-road parking for two cars, generous patio area and garden shed. All properties include, oven, hob and hood, carpets throughout and air source heating.

Felixstowe's Seafront Gardens wins Green Flag

Felixstowe's Seafront Gardens has been recognised by the Green Flag Award Scheme as one of the very best in the world for the fifth time.

This international award, now into its third decade, is a sign to the public that the space boasts the highest possible environmental standards, is beautifully maintained and has excellent visitor facilities.

The Gardens has also received the much-coveted additional Green Heritage Site Accreditation for the management of the historic features.

Comments invited on planning documents

East Suffolk residents are invited to have their say on three draft planning documents:

- The draft Cycling and Walking Strategy
- The draft Statement of Community Involvement (SCI)
- The draft Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document

All three consultations close on 30 November 2020 and comments can be submitted online, by email at [planningpolicy@eastsoffolk.gov.uk](mailto:planningpolicy@eastsoffolk.gov.uk) or by post to East Suffolk Council, Planning Policy & Delivery Team, Riverside 4, Canning Road, Lowestoft, NR33 0EQ.

New eBook celebrates East Suffolk's volunteers

East Suffolk Council has created a new eBook to celebrate the people, organisations and businesses who have given up their time, knowledge and skills to help make a difference in their communities since the start of the Covid-19 outbreak. The eBook tells the stories of some of our volunteers and showcases the important work they have carried out – and continue to carry out – to support the most vulnerable in their communities.

Call for food and drink traders for restyled pavilion

Local businesses are being offered the unique opportunity to trade within the redesigned East Point Pavilion in Lowestoft, which once complete will be managed by the organisers of the First Light Festival.

The pavilion is currently being regenerated by international designers Hemingway Design and Norwich-based Hudson Architects. The building will be restyled to create a thriving food hall and local events venue, injecting a new lease of life into Lowestoft's seafront. The new facility will be managed by First Light Festival C.I.C, the company which oversees First Light Festival.

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First Light Festival C.I.C. are now seeking expressions of interest from experienced food and drink businesses to run the in-house bar and café as resident traders. They also want to hear from start-ups, traders and producers interested in leasing a space for their pop-up business.

Food and drink businesses, start-ups, traders and producers interested in leasing a space can go to [firstlightlowestoft.com/east-point-pavilion](http://firstlightlowestoft.com/east-point-pavilion) for more details.

Local groups to benefit from new funding schemes

Small Grant Schemes has been launched by the Felixstowe Peninsula Community Partnership and the Melton, Woodbridge and Deben Peninsula Community Partnership – both available to voluntary and community groups within the partnership areas.

Felixstowe Peninsula’s scheme is aimed at tackling local priorities within the partnership area, including isolation and loneliness, mental health and emotional wellbeing, physical health, financial hardship and educational attainment.

The Melton, Woodbridge and Deben Peninsula has the Youth Engagement Grant scheme aimed at young people and the Village Hubs Grant Scheme, aimed at the wider community. Both schemes offer grants between £250 and £2,500.

Donations celebrate heritage of former school site

As Cabinet member for housing I have been heavily involved in the housing element of this project, I think that will finished up with a development that the Town and ES can be rightly proud of, more details to follow.

East Suffolk Council has been working with the Felixstowe Society to identify key items to donate from the former Deben High School site to the town’s archives.

The site was transferred to East Suffolk Council from Suffolk County Council earlier this year with completion due on 15 November and will facilitate the ongoing development of Felixstowe Sports Hub and a new home for Felixstowe Indoor Bowls Club and Cricket Club. Proposals for the redevelopment of the main school building also include a range of housing, in particular affordable units for the town.

To enable the development, a large portion of the former school buildings will be demolished so that the site can be repurposed to accommodate the new development. However, the original Lower School Assembly Hall will be retained as a community asset.

The Council has been working closely with the Felixstowe Society to ensure that key pieces which hold many special memories for the local community are saved for the Felixstowe Secondary School’s Archive before the demolition.

The items identified are mainly from the original Grammar School Building and include the wooden front doors, which will match the special commemorative key held by the Society, corridor signage and masonry. The Council is also working with the Society to create a final photographic library before the work start.

## **Suffolk Police**

The interactive crime map for September shows:

- 1 x ‘Violence & Sexual Offences’ near the Ipswich Road/School Road junction.
- 1 x ‘Burglary’ in Sullivan Place.
- 1 x ‘Vehicle Crime’ in Fishpond Road.
- 1 x ‘Vehicle Crime’ in Village Way.

Link to the latest newsletter:

[https://www.suffolk.police.uk/sites/suffolk/files/ceo\\_constables\\_county\\_october\\_-\\_online.pdf](https://www.suffolk.police.uk/sites/suffolk/files/ceo_constables_county_october_-_online.pdf)

## **ITEM 5**

# Waldringfield Parish Council

**MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **13<sup>th</sup> October 2020**.

**Suffolk Highways Outstanding Works** – **The Clerk** to forward emails to **SCC Cllr O'Brien**, to chase up a response. DONE. TO DISCUSS UNDER ITEM 9.

**The New Rectory** – **The Clerk** to contact Planning Enforcement about concerns regarding tree protection. DONE. SEE UNDER ITEM 8.

**Planning for the Future, Planning White Paper (deadline 15th October)** – **Cllrs Kay and Elliot** to liaise to produce a final response document. **Cllr Kay** to check the deadline before forwarding to **the Clerk** to send. Although WPC may miss the NALC deadline, councillors felt it to be more important to send a response directly to the Ministry of Housing, Communities and Local Government, with copies to the MP and local SCC and ESC councillors. **CLLR KAY SENT THE WPC RESPONSE**.

**River Wall Sign** – **the Clerk** to send a letter to the owners of Swan's Nest, asking for permission to install the third 'no cycling' sign (to be mounted on a post). DONE, NO RESPONSE. **Cllr Reid** to report back to **the Clerk** once the gorse-cutting has been completed. DONE, GORSE CUT AND PATH CLEAR. **Cllr Kay** to purchase two plastic 'no cycling' signs for footpaths near the beach huts and the school. When delivered, **Cllr Kay** to mount on plywood and install. SIGNS ORDERED & AWAITING DELIVERY.

**Playing Field** – **the Clerk** to accept John Nunn's quotation to fill in the sandpit. DONE. SANDPIT FILLED. **Cllr Reid** to do an inspection of the equipment. NORSE COMPLETED AN INSPECTION ON 21<sup>ST</sup> OCTOBER. The Fenland monthly inspection quotation to be considered at the next meeting. SEE ITEM 10.

**Deben Estuary Partnership's PhotoPost Scheme** – **the Clerk** to ask for further information. DONE, NO RESPONSE.

**Grants** – **the Clerk** to advise Headway Suffolk of the WPC Grant Awarding Policy criteria. DONE **The Clerk** to ask Waldringfield History Group for an update. DONE. GARETH THOMAS IS NO LONGER CHAIR (ALYSON VIDELO IS) BUT REPORTED THAT *'The book has proved a great success which means that we are in a position to discuss repayment of the sponsorship loans including the first which came from the Parish Council. This is up for discussion at our next meeting (by Zoom) which takes place next Thursday (12<sup>th</sup> November)... Please stress to the WPC how grateful we are for the support its Members gave us in order to get this project into gear.'*

**Unity Trust BACS Payments** – **Cllrs Reid and Kay** to approve. DONE

**Books** – **the Clerk** to purchase The Clerk's Manual and the 12<sup>th</sup> edition of Local Council Administration (when published). TO DO – SOMEWHAT DEPENDENT ON AGREEMENT TO JOIN THE SLCC (FOR REDUCED COSTS).

**Shredding** – **the Clerk** to organise. TO DO. PLANNING BOXES SORTED THROUGH BUT SEVERAL BOXES STILL TO LOOK AT (A LENGTHY PROCESS).

**Clerk's Leave Entitlement** – to be discussed at the next meeting. SEE ITEM 12.

**2021-22 Budget** – **the Clerk** to draft for the next meeting. DONE, TO DISCUSS UNDER ITEM 12.

**SLCC** – membership to be discussed at the next meeting. SEE ITEM 12.

**Emergency Plan** – **Cllrs Lyon and Kay** to liaise.

**Litter Sign** – **Cllr Lyon** to produce an updated version for the bottom of the Sailing Club steps.

**Reserves Policy** – **Cllr Reid** to draft for the next meeting. DONE. SEE ITEM 13.

## ITEM 8

To **NOTE** any application decisions received/

**DC/20/3358/AME Non Material Amendment of DC/19/2717/FUL Mill Cottage Mill Road Waldringfield** – construction of first floor extension. Minor alterations to fenestration detail. Application permitted.

To **RECEIVE** any other planning information

Regarding the New Rectory and WPC concerns about tree protection, Planning Enforcement responded:

'I have now concluded my investigation into the above alleged breach. The property was visited on the 23rd October 2020 to view the landscaping and tree protection.

*Landscaping was confirmed to be as shown in the drawings of approved application DC/20/1829/DRC with the exception of works yet to be completed. It was viewed that the ground guards had been removed but the protective fencing remained in place. Having consulted East Suffolk Councils arboriculture & Landscape manager it has been established the ground guards should have remained in place. However it was determined due to the major works being completed, limited machinery and no major deliveries required to complete the build that no damage would be caused to the tree roots at this stage.*

*Therefore due to the stage of the build, it has been deemed non expedient to pursue this matter. This decision has been made in line with East Suffolk Council Suffolk Local Planning Enforcement Plan which states; We may decide not to pursue an enforcement investigation, even if there is a clear breach of planning control, because it is 'not expedient' to take action. This might be because although the breach is more than just a minor or technical breach, the harm it causes is not significant, and in our opinion formal action would not be in the public interest. In reaching such a decision we must balance the harm being caused against the likely success of any formal action, the availability of resources, and other cases that might be causing a greater level of harm but whose progress might be delayed as a result. In both these circumstances we will close the case file and notify in writing everyone who has been involved in the investigation.'*

Regarding Brightwell Lakes, Ben Woolnough has written:

*Where are CEG in the process? Carlyle Land as landowner and CEG as site promoter have now parted ways and it is only Carlyle Land taking the site forward*

*What is the timetable for the next 12 months? The Housing Infrastructure Fund (HIF) is the leading influence on timing at the moment and that is finalising in the coming weeks. Once SCC have the £19.5million to invest in the highway infrastructure early (and to be fully repaid by Carlyle Land) the site will get underway. The HIF funding which covers the A12 junction improvements, site access and the Boulevard from the A12 to the school has to be spent by April 2024, so substantial site works would come forward alongside housing. We are therefore expecting work to commence next year and the first homes to be delivered in 2022.*

*What are the current issues? As far as I know, and I've had limited involvement recently, there are no issues beyond Carlyle Land and other partners establishing the financing position.*

*Have the highways issues been resolved? The design of highways works are not issues and it is only the funding and timing of those, earlier than the permission requires, which is being resolved.*

*Have negotiations with the different house builders been concluded? I'm not party to these but I assume that the conclusion of the HIF funding is necessary before moving on to conclude negotiations with housebuilders.*

# Waldringfield Parish Council

Information was received from Sizewell C (extract below – full details emailed to councillors):

## CONSULTATION ON PROPOSED CHANGES TO THE DCO APPLICATION

There will be a 30-day public consultation on these proposed changes to the DCO application, running between Wednesday 18 November and Friday 18 December 2020. The consultation will be operated in strict accordance with COVID-19 pandemic guidelines.

The proposed changes will be available to download online at [www.sizewellc.co.uk](http://www.sizewellc.co.uk) from Wednesday 18 November 2020. Printed copies of the consultation document and USB sticks containing the information will be available. Please contact if you require any and they will be sent to you.

The document is around 200 pages (i.e. not of the scale of the full DCO application).

You can view a virtual exhibition from Wednesday 18 November - visit [www.sizewellc.co.uk](http://www.sizewellc.co.uk).

We will also be producing a newsletter which will include a summary of the proposed changes. This will be delivered to homes and businesses in the area around Sizewell and associated development sites next week. Large print, easy read and audio versions of the newsletter will be available on request.

The Sizewell C Project Team will be available to provide a presentation and answer questions at online Parish Council meetings. Please get in touch if this is of interest.

We have consistently said that we will continue to listen to communities and stakeholders, including after the DCO application was submitted. However, before going any further, we are carrying out this consultation to ask people for their opinions on the proposed changes.

Should you have any further questions, or would like to discuss any aspects of the planning process, please call the Sizewell C Community Freephone line on 0800 197 6102 or email us at [info@sizewellc.co.uk](mailto:info@sizewellc.co.uk).

East Suffolk Planning sent information about a consultation about its Affordable Housing Supplementary Planning Document. <https://www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/supplementary-planning/> The Clerk forwarded the consultation document to councillors.

*'The Council has prepared a questionnaire and a short consultation document for this initial consultation stage; the questionnaire is nine questions in length and seeks views on what guidance you consider should be included in the SPD to support the implementation of the policies on affordable housing contained in the Council's Local Plans.'*

The consultation closes at 5pm on Monday 21<sup>st</sup> December 2020.

To **CONSIDER** a response to the ESC planning consultations:

Community Involvement  
Cycling & Walking Strategy  
Recreation Disturbance Avoidance & Mitigation Strategy  
Comments by 30th November.  
<https://sway.office.com/Srx8JnLoIFRbef0b?ref=Link>

# Waldringfield Parish Council

To **CONSIDER** a response to the request from Bentley Parish Council for Quiet Lanes feedback.

Neil Winship was asked for his response to the questions and gave the following answers:

Q1. Did you notice an increase in traffic immediately after designation of the lane as a result of people from outside of your village coming to visit your area?

A1. Assuming you mean motor traffic, my recollection is 'no', while if you mean non-motorised users (NMUs), there was a modest increase in pedestrians & cyclists but no significant change in horses. Part way through Phase 1, I switched that counter from horses to cars. If anyone in Bentley wishes to examine that data collected 24/7 electronically they may contact me so long as they recognise the challenge of processing raw data and consider how to make allowances for weather etc that may affect NMU numbers.

Q2. Do you have any additional problems with parking in field entrances as a result of the designation?

A2. No for both Woodbridge and Mill Lanes: Parts of one or the other we dog-walk most days.

Q3. Has designating Quiet Lanes made a difference to driver awareness?

A3. Impossible to quantify but my impression is 'yes':

One Waldringfield person asserted 'no' but as walkers, especially with dogs, generally avoid that straight section of a Quiet Lane that has wide verges, by taking paths along the open access field on the 'other side' of the hedge, drivers see no reason even to obey its 30 mph limit:

In Winter 2016/17, the Quiet Lane signs of Waldringfield's two and of Butley's single Quiet Lane, were removed to find out who would notice and remark. Three ladies from Newbourne, three people from Waldringfield and two persons from Butley asked for their signs reinstatement - and three months later Butley PC asked likewise.

Q4. Do you feel that the Quiet Lanes status has improved safety for the non-motorised users?

A4. Yes, mainly because those NMUs, especially if they smile & wave a hand of thanks, encourage drivers to be extra considerate. The British Horse Society's web site had an exemplary page 'Horse Sense for ?' that reminded us that good manners beget better manners...but some cyclists seem unaware of that and about 10% of vehicle drivers still seem inclined to expect NMUs to get out of their way. Obviously the small scale of QLS Phase 1 - just 15 Quiet Lanes 2014-2019 compared to 45 in Norfolk's 1999-2002 trial of the concept - meant only a miniscule % of Suffolk drivers, NMUs and visitors ever came across one of the signed lanes let alone knowing what they involve.

Neil Winship, whose drafted the answers above, knew the Bentley lanes well when living in Copdock. He has handed over Quiet Lanes Suffolk to Andy Cassey, who may be contacted via <https://sites.google.com/view/quietlanessuffolk/home>

## ITEM 9

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

A response was received on 23<sup>rd</sup> October from Keith Sampson (Traffic Regulation Officer) at Suffolk Highways:

*'I will arrange for an order to mount the 2 x 30mph speed limit repeater signs on the post opposite Oak Garage on School Road and the same for Mill Lane.*

*With regard to the 20mph speed limit repeater signs, as the 20mph speed limit was introduced as a zone it will not be possible to install repeater plates within the area designated by the zone.*

*I will have a discussion with David Chenery next week on how the other sign issue can be resolved.'*

The Clerk sent an email on 3<sup>rd</sup> November, asking for an update on the bend-in-the-road sign replacement in Ipswich Road. She also asked if painted speed reminder roundels are permitted on the roads in 20mph zones.

A letter was received from Waldringfield Primary School (dated 6<sup>th</sup> November), outlining traffic concerns (largely due to the Eureka development), suggesting measures to mitigate risk to the children and asking for support from WPC. The letter was forwarded to councillors.

# Waldringfield Parish Council

## ITEM 10

To **RECEIVE** updates on the playing field, including **CONSIDERING** a quotation received to provide monthly inspections and **APPROVING** a retrospective quotation to replace a rotting gatepost.

Updated government information (sent from ESC) relevant to playgrounds was forwarded to councillors. Play areas can remain open but outdoor gyms, skateparks and tennis courts must close.

Fenland Leisure Products has quoted to provide monthly inspections of the play equipment.

To attend to site and carryout an operational inspection and prepare risk assessment / report.

We have pleasure in submitting our quotation to attend site and carry out an operational inspection to EN1176, EN1177 or EN16630. On completion of the inspection and risk assessed report will be produced complete with a quotation for any identified issues.

### Inspection Quotation Reference No.: 48031

Monthly Operational Inspections				
Code	Product	Qty	Each	Value
INSP	Playground operational inspection to EN1176 and EN1177 complete with report and risk assessment. *Monthly*	11	50.00	£550.00
Subtotal:				£550.00

Quarterly Operational Inspections				
Code	Product	Qty	Each	Value
INSPRODD	Operational Inspection (3 Number) to EN1176 and EN1177 complete with report and risk assessment. The next inspection will automatically be diarised. *Quarterly*	1	225.00	£225.00
Subtotal:				£225.00

To book your inspection either email [mel@fenandleisure.co.uk](mailto:mel@fenandleisure.co.uk) or call 01354 699482. You will need to provide your quotation reference and the full site address of the playarea.

### Terms & Conditions

- All the enclosed prices are subject to VAT at the standard rate.
- All operational inspections are carried out to EN1176, EN1177, EN16630
- Ownership of goods remains the property of Fenland Leisure Products Ltd until invoice is paid in full.
- Please visit our website [www.fenandleisure.co.uk](http://www.fenandleisure.co.uk) to view our full terms and conditions.

### Payment and Delivery Terms

Payment: **Total invoice payable within 28 days of completion and Hand-over**

**Delivery: Inspections are usually carried out when our inspectors are working with your area unless otherwise instructed.**

Newbourne Parish Council forwarded details of the contractor it uses for an inspection of its playing field (Playsafety Limited). <https://www.rospa.com/media/documents/play-safety/play-inspections-brochure.pdf>

Playsafety only conducts annual inspections, visiting Suffolk in September/October. The base price is £68.50.

WPC's last annual inspection was done in April.

# Waldringfield Parish Council

Regarding the rotten knocked-over post next to the gate in the playing field, John Nunn has quoted £85 for 'labour and plant/transport to collect post etc' and £33.12 for 'cost of post including VAT'. Work has been completed.

£400 was kindly donated by the owners of Swans Nest, towards a new piece of play equipment.

## ITEM 11

To **CONSIDER** a response to the Standards in Public Life consultation (NALC deadline 4<sup>th</sup> December, government deadline 18<sup>th</sup> December).

The NALC consultation document was forwarded to councillors. The deadline is 4<sup>th</sup> December. The link to the gov.uk website:

<https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey>

The public can respond until 5pm on 18<sup>th</sup> December, therefore, the PC could respond to this and/or NALC.

## ITEM 12

### CLERK AND RFO REPORT

To **APPROVE** the Clerk joining the SLCC (registration £8, yearly subscription £109).

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list.

8 November 2020 (2020-2021)

#### Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
55	21/10/2020		Barclays Community A		Annual Subscription	CPRE	X	36.00	0.00	36.00
50	05/11/2020		Unity Trust Bank		Zoom video conferencing	Zoom Video Communications	S	11.99	2.40	14.39
51	05/11/2020		Unity Trust Bank		Signage	Safety Signs for Less/Value P	S	15.75	3.15	18.90
49	05/11/2020		Unity Trust Bank		Printing costs	Waldringfield Primary School	X	2.60	0.00	2.60
52	05/11/2020		Unity Trust Bank		Salary	Rebecca Todd	X	491.28	0.00	491.28
53	05/11/2020		Unity Trust Bank		Bench replacements	J Nunn	X	425.00	0.00	425.00
54	05/11/2020		Unity Trust Bank		Sandpit Fill-in	J Nunn	X	296.00	0.00	296.00
<b>Total</b>								<b>1,278.62</b>	<b>5.55</b>	<b>1,284.17</b>

8 November 2020 (2020-2021)

#### Waldringfield Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	14/10/2020		Unity Trust Bank		Footpath cutting	Suffolk C C	X	196.80	0.00	196.80
<b>Total</b>								<b>196.80</b>	<b>0.00</b>	<b>196.80</b>

# Waldringfield Parish Council

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

Barclays Statement

## Your Community Account

## At a glance

Date	Description	Money out £	Money in £	Balance £
1 Oct	Start Balance			1,281.63
21 Oct	DD Direct Debit to Campaign to Protec Ref: 016427	36.00 ✓		1,245.63
30 Oct	Balance carried forward			1,245.63
	Total Payments/Receipts	36.00	0.00	

### 01 - 30 Oct 2020

Start balance	£1,281.63
Money out	£36.00
▶ Commission charges	£0.00
Money in	£0.00
▶ Gross interest earned	£0.00
End balance	£1,245.63

**Anything wrong?** If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

## Unity Trust statement

Date	Details	Payments	Receipts	Balance
30 SEP 20	Balance brought forward			13,664.96 *
14 OCT 20	SCCAPORS BACS		196.80 ✓	13,861.76 *
23 OCT 20	B/P to: Wildlife Group	100.00 ✓		
23 OCT 20	B/P to: Fenland Leisure	1,525.20 ✓		
23 OCT 20	B/P to: Impact Landscaping	289.80 ✓		
23 OCT 20	B/P to: Arthur J Gallagher	447.21 ✓		
23 OCT 20	B/P to: SALC	30.00 ✓		
23 OCT 20	B/P to: IAN KAY	14.39 ✓		
23 OCT 20	B/P to: SCL LANDSCAPE	72.00 ✓		
23 OCT 20	B/P to: SCL LANDSCAPE	144.00 ✓		
23 OCT 20	B/P to: SLCC	350.00 ✓		
23 OCT 20	B/P to: SALC	60.00 ✓		
23 OCT 20	B/P to: CAS	60.00 ✓		
23 OCT 20	B/P to: Wald.PrimarySchool	39.00 ✓		10,730.16 *
28 OCT 20	B/P to: R C TODD	491.28 ✓		10,238.88 *
	Balance carried forward			10,238.88 *

# Waldringfield Parish Council

8 November 2020 (2020-2021)

## 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 08/11/2020</b>		
	Cash in Hand 01/04/2020		11,732.32
	<b>ADD</b> Receipts 01/04/2020 - 08/11/2020		17,652.25
			29,384.57
	<b>SUBTRACT</b> Payments 01/04/2020 - 08/11/2020		11,251.54
<b>A</b>	<b>Cash in Hand 08/11/2020</b> (per Cash Book)		<b>18,133.03</b>
	Cash in hand per Bank Statements		
	Cash 31/10/2020	0.00	
	Unity Trust Bank 31/10/2020	10,238.88	
	Ipswich Building Society 31/10/2020	7,896.69	
	Barclays Community Account 31/10/2020	1,245.63	
			<b>19,381.20</b>
	Less unrepresented payments		1,248.17
			18,133.03
	Plus unrepresented receipts		0.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>18,133.03</b>
	<b>A = B Checks out OK</b>		

# Waldringfield Parish Council

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

8 November 2020 (2020-2021)

### A - Receipts

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28	Precept	13,574.00	13,574.00					
30	SCC Locality Grant							
31	SCC Footpaths Grant	200.00	196.80	-3			-3	
35	ES Enabling Communities Grant		375.00	375			375	
36	Bank Interest	99.00		-99			-99	
37	Grants and Donations							
38	Advertising income	85.00		-85			-85	
39	VAT Refund							
44	CIL Funds	4,338.00	2,169.07	-2,169			-2,169	
<b>SUB TOTAL</b>		<b>18,296.00</b>	<b>16,314.87</b>	<b>-1,981</b>			<b>-1,981</b>	

### B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,777.00	3,432.52	2,344	2,344
2	PAYE/NI							
3	Stationery/Mileage/Etc.				250.00	15.29	235	235
4	Post and telephone				80.00	16.11	64	64
5	Newsletter re 1972 LGA s142				400.00	117.60	282	282
6	Village Hall hire				300.00		300	300
7	Insurance				436.00	447.21	-11	-11
8	Membership Subs re LGA s111				400.00	293.95	106	106
9	Audit				135.00	158.00	-23	-23
10	Chairman's Expenses				50.00	19.98	30	30
11	Training				500.00	464.00	36	36
12	Election Costs							
40	Accounting, Website & Computing				450.00	127.95	322	322
42	Professional Services				250.00		250	250
<b>SUB TOTAL</b>					<b>9,028.00</b>	<b>5,092.61</b>	<b>3,935</b>	<b>3,935</b>

### C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Grass cutting (field)				780.00	540.00	240	240
15	Mole catching (field)				100.00		100	100
16	Repairs/Maintenance				1,500.00	2,803.69	-1,304	-1,304
17	Footpath Maintenance				400.00	412.80	-13	-13
41	AONB Grant Payments							
<b>SUB TOTAL</b>					<b>2,780.00</b>	<b>3,756.49</b>	<b>-976</b>	<b>-976</b>

# Waldringfield Parish Council

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

8 November 2020 (2020-2021)

### D - Grants - s137/72 & s19 MPA71

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21 General Grants				400.00		400	400
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>2,150.00</b>	<b>1,750.00</b>	<b>400</b>	<b>400</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>18,296.00</b>	<b>16,314.87</b>	<b>-1,981</b>	<b>13,958.00</b>	<b>10,599.10</b>	<b>3,359</b>	<b>1,378</b>
<b>V.A.T.</b>		<b>1,337.38</b>			<b>652.44</b>		
<b>GROSS TOTAL</b>		<b>17,652.25</b>			<b>11,251.54</b>		

To **EVALUATE** and **CONSIDER** the draft of the 2020-21 budget and the level of reserves.

Forwarded to councillors under separate cover.

To **CONSIDER** implications of the Local Government Services' Pay Agreement for 2020-21 on the Clerk's annual leave entitlement.

To **CONSIDER** whether to print the December edition of the Parish Newsletter.

To **CONSIDER** how to circulate information when the Waldringfielders Yahoo group ceases.

## ITEM 13

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

Various emails were forwarded to councillors:

- \*The Environment Agency's response to Sizewell's DCO representation.
- \*Monthly ward notes from ESC councillors Kerry and Allen.
- \*Various Covid-19 bulletins from ESC, SCC, SALC and Collaborative Communities Board.
- \*Autumn 2020 Greenprint Forum Newsletter.
- \*ESC Planning's Local Validation List (for applications).
- \*Communication from Stop Sizewell C (detailing the status of the campaign).
- \*An email from Together Against Sizewell C (with an attachment from Greenpeace).
- \*ESC's response to Sizewell C's DPO representation.
- \*Details of the Planning Inspectorate's inspection protocol for Sizewell C.
- \*An update from AEPA about energy projects.

Draft until signed

.....Ian Kay 1/12/2020

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# Waldringfield Parish Council

- \*Details of the 'Plug in Suffolk' project (offering possible grants for electric vehicle charging points). This information was also forwarded to the Village Hall, Maybush Inn and Sailing Club.
- \*A link to a safety signage survey from Community Heartbeat Trust (the Clerk completed it but more responses welcomed).
- \*Rural Bulletins.
- \*Information from SALC.
- \*The Dementia Friendly Communities NALC document
- \*The Police & Crime Commissioner's 2019-20 report
- \*Information about NALC 'Community Champions' (councillors who have a passion for a certain area of interest).
- \*An invitation to attend a joint SALC forum on 28<sup>th</sup> October.
- \*An invitation to the Suffolk Community Foundation's virtual celebration of the heroes of Suffolk's voluntary section and the Winter Appeal's launch event on 11<sup>th</sup> November.
- \*Details of ESC councillors' appointments to outside bodies.
- \*ESC's review of the Covid-19 response.
- \*NALC's response to the Planning White Paper.
- \*Community Action Suffolk news.
- \*AONB monthly update.
- \*Suffolk Preservation Society's latest Suffolk View edition.
- \*Details of the location of the area's speed gun and equipment.
- \*Details of the Felixstowe Peninsula Community Partnership Small Grant Scheme.
- \*Information from the Precept team at ESC. Further correspondence won't be received until January. For guidance, last year there were 249.75 Band D equivalent properties; this year, there are estimated to be 250.58 Band D equivalent properties.
- \*Details of incentives by Kesgrave, Rushmere & Martlesham Community Partnerships were sent to Cllrs Reid and Kay, for information. Waldringfield is part of the Felixstowe CP.
- \*News from the ICO.
- \*Rural Bulletin Funding Digest.
- \*Details of an ESC Sizewell C engagement event on 26<sup>th</sup> November.

\*The Clerk received an email from Waldringfield Gardeners who are possibly interested in adopting the BT telephone box in Mill Road. After ESC confirmed they have gone with WPC's recommendation that the box is no longer required, the Clerk gave the relevant BT contact to the interested party.

\*The following information was shared with councillors:

*NEW event – "a conversation about anti-social behaviour"*

*In partnership with Suffolk Constabulary and the Police and Crime Commissioner, Tim Passmore, this new and free event provides local councils with the opportunity to have a conversation with experienced officers and Tim Passmore and learn more about working together to find ways to tackle anti-social behaviour.*

*BOOKING ESSENTIAL – spaces will be limited*

<https://www.salc.org.uk/events/virtual-forum-a-conversation-about-anti-social-behaviour/>

\*A member of the public left an answerphone message for the Clerk, which mentioned some concerns about a possible expansion of the area of 'contaminated land' at Waldringfield Heath (CDC Demolition).