



Waldringfield Parish Council

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1828 Minutes of the Parish Council Meeting held on Tuesday 8th December 2020

In attendance (via video conferencing): Councillors Kay, Elliot, Gold, Lyon, Reid, Archer, Beaumont and Quick, SCC Cllr O'Brien, 5 members of the public

Clerk: Rebecca Todd

1. To **RECEIVE** apologies for absence – Cllr Doyle, ESC Cllr Allen (working)
2. To **RECEIVE** declarations of interest – none.
To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** non-delegated DPI dispensations requested by a councillor – none.

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

No issues were raised.

3. To **RECEIVE** reports from SCC Cllr Patricia O'Brien, ESC Cllrs Melissa Allen & Richard Kerry and Suffolk Police. SCC Cllr O'Brien spoke through her report (see supporting documents). Cllr Elliot asked SCC Cllr O'Brien what preparations SCC had made for the UK's EU exit, specifically in relation to Felixstowe docks – are there likely to be lorry queues or storage areas created? Cllr O'Brien is unsure but will clarify. There was some discussion about local news of container backlogs at the docks, and container stacks (for example at Melton); councillors expressed concern about possible impacts.

No report was received from ESC. Councillors expressed concern following recent news of outboard motor thefts in the village.

4. To **APPROVE** the minutes of the Extraordinary Parish Council meeting held on **1st December 2020**. Cllr Elliot proposed acceptance, seconded by Cllr Quick and agreed by all councillors who were in attendance.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meetings held on **10th November 2020** and **1st December 2020**. See supporting documents. The Clerk asked councillors to consider their training needs and propose some possible dates in the new year.
6. To **CONSIDER** declaring a climate emergency. The Chair welcomed members of the public to speak before the council considered this item. A resident present contextualised why the declaration by WPC would be important. ESC and SCC have already declared a climate emergency, as have other PCs across the country. The resident suggested the term 'Climate and Ecological Emergency' would be more appropriate, due to interconnected and related issues. They opined that this emergency is a longer-term threat than the current Covid crisis or Brexit. They also suggested that Waldringfield already has a platform on which to build, for example, with the Greener Waldringfield group. The resident suggested the declaration is necessary to build momentum and promote collaboration, allowing conversation with larger organisations to strengthen intentions and turn pledges into projects.

There was some discussion about Greener Waldringfield. The resident informed councillors that the group is shortly to formalise itself by acquiring a bank account. Cllr Kay questioned whether it would make a difference to Greener Waldringfield if WPC declares a Climate and Ecological Emergency. The resident replied that it would be very important, helping to become one voice when having conversations with ESC and SCC. Cllr Quick said it may help when applying for grants. Cllr Elliot supported GW's intention to constitute itself, which will allow it to apply for grants.

Cllr Kay expressed some concern that, while being in favour of actions to help with climate change, he would not wish to see another level of bureaucracy – for example, with the creation of a sub-group – as WPC collectively already supports initiatives. Cllr Elliot highlighted that ESC has specific environmental policies. She suggested that WPC would be willing to support a declaration after time for discussion, proposing an extraordinary meeting in the new year. Cllr Lyon suggested that WPC could be shown Greener Waldringfield's constitution when it is adopted. The resident said that GW's meeting will be on 14th January, after the WPC meeting on 12th January. Another resident suggested an action group, to explore the way forward.

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Cllr Elliot suggested WPC councillors could investigate what other councils are doing before an extraordinary meeting. Cllr Kay highlighted Martlesham PC's website. Another resident suggested Rendlesham PC's website; Rendlesham PC works with other parishes (it has also liaised with Greener Waldringfield). This resident stressed the need for a village-wide initiative.

Another resident suggested collaborative working between Waldringfield and nearby parishes (ie Hemley, Newbourne and Brightwell) to support cycling and walking initiatives, highlighting the severance of footpaths by the A12. Cllr Kay said he would have no objection to this, as transport issues are an important consideration of WPC.

Cllr Elliot proposed that WPC organises a special meeting in the new year, to discuss the actions associated with declaring a Climate and Ecological Emergency, which was seconded by Cllr Lyon and approved by all councillors.

7. To CONSIDER and APPROVE the proposed 2021-2022 budget and the level of reserves.

To **CONSIDER and APPROVE** the Parish Council precept for 2021-22.

The Clerk spoke through her draft budget, outlining her thinking. She had tried to keep the increase to the precept to 2-2.5%. While appreciating the need for maintenance work to the playing field, she had proposed a smaller amount than Cllr Reid had previously suggested. However, she had created an earmarked fund which could be spent (while keeping a reasonable level of general reserves) and proposed that CIL money could also be used. Cllr Elliot suggested that the training budget could be increased for 2021-22, as although funds for training may be made available in the current budget year, with the UK leaving the EU there could be implications on a range of matters that councillors should be briefed on. Cllr Elliot also suggested that the budget could account for a possible increase to the annually-allocated grants requested by local groups (ie to the Village Hall and Church Field Trust), as the amounts had remained at the current level for several years. The Clerk highlighted that there is a cap on section 137 grants (per local elector). The Clerk suggested that the budget could include an amount for possible action arising from the Climate and Ecological Emergency discussions. Cllr Reid stressed the need to accrue funds for maintenance of the playing field, due to creeping rot in the fort area. Cllr Archer said the steps at the back are particularly in need of work. There was some discussion about possible fundraising for new equipment.

There was general consensus between councillors that WPC had kept precept requests at a minimal level for the past few years (the precept largely forming the entire revenue of WPC), and that there is a need to increase the level in consideration of future works. After discussion, it was proposed that the Clerk increases the precept request necessary to no more than £14,300, which would equate to approximately £57 per band D dwelling per annum (based on information predicted by ESC) – an increase of approximately 11% (or £2.65 per band D dwelling per annum). Councillors instructed the Clerk to prioritise increases to the budget under the headings of grants, training, climate and ecological emergency, and maintenance (which includes the playing field) or contingency (for the playing field). Councillors agree to defer approval of the budget to the next meeting.

8. To CONSIDER Planning Applications for COMMENTS. None received.

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

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

To **RECEIVE** any other planning information. See supporting documents. WPC had recently been advised of an ESC consultation on its Historic Environment Supplementary Planning Document; this will be discussed at the next meeting.

To **CONSIDER** a response to the ESC consultation on its Affordable Housing Supplementary Planning Document. Comments by 21st December. Cllr Elliot had studied this document, highlighting ESC's housing needs assessment showing a requirement level of approximately 10.6% for social housing. Cllr Elliot proposed that WPC supports ESC's intention to provide the required level of support for social housing, which was agreed by all councillors. Cllr Elliot will circulate a response for agreement.

To **CONSIDER** a response to Sizewell C's consultation on the proposed changes to its DCO application. Comments by 18th December. Cllr Kay outlined the response of WPC to date (ie its stage 4 consultation comments). EDF has now proposed some changes and is consulting on those (ie EDF proposes to increase transport by sea, to lessen the number of HGV movements on the roads). Cllr Reid highlighted EDF's use of the term 'potential options' and suggested that WPC

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re-emphasizes the points already made about traffic concerns, stressing the need to remove pressure from the A12. Councillors agreed that Cllr Kay would draft a response and circulate for agreement.

9. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters. Cllr Lyon highlighted a redundant sign, directing people to a payphone that is no longer connected in Mill Road; the Clerk to report. Cllr Kay reported a missing sign for bridleway 8; the Clerk to advise PROW. A resident had reported the recently reinstated no cycling sign near the beach huts has been taken. Cllr Kay had secured the sign on to plywood so the offender must have exerted some force. Cllr Reid stressed that the bridleway from the Quay extends only as far as the steps down from the car park; thereafter it is a footpath only. After discussion, and considering the reasonable cost, Cllr Gold proposed the purchase of two more no cycling signs, which was seconded by Cllr Elliot and agreed by all. Cllr Kay to order them and erect one near the beach huts when delivered.

There was some discussion about the third no cycling sign for the river wall footpath, and it was agreed that the Clerk should write to the new owners of Crystal Creek, to ask for their permission to mount the sign on their land.

10. To **RECEIVE** updates on the playing field. Cllr Archer had circulated his inspection report before the meeting. There is a small hole in the fencing between Cliff Road and School Road, which may explain what may have been dog mess pointed out by a visitor to the field when Cllr Archer was present. Cllr Archer will attempt to repair the hole. There was some discussion about the log area; councillors felt that any risk was self-evident. Cllr Reid was thanked for his efforts in cleaning the safety matting beneath the swings and see-saw. The picnic bench could benefit from being scrubbed. The Clerk suggested that residents might be asked (via Waldringfielders) to donate some time to carry out minor tasks such as cleaning and cutting back, to decrease maintenance costs. It was noted that Waldringfield Primary School regularly uses the playing field.

There was some discussion about inspection reports. Cllr Gold offered to conduct an inspection before the next meeting, and Cllr Quick volunteered to form part of the inspection rota. Councillors agreed that an inspection would be conducted prior to each meeting. Cllr Archer will forward a proforma inspection form to all councillors. Cllr Reid suggested that councillors could visit the playing field if in the area and report any concerns. Councillors considered the quotation from Playsafety Limited to conduct an annual inspection of the playing field equipment (£68.50 plus VAT for up to five items, with £3.50 extra per item). Cllr Kay proposed that the quotation be accepted, which was seconded by Cllr Archer and agreed by all. The Clerk to advise Playsafety.

11. To **CONSIDER** arrangements for the Monitoring Change in the Deben Estuary project. This will also include **CONSIDERING** making a financial contribution (grant) towards future reports. Cllr Quick volunteered to become the WPC representative to liaise with the organisers. Cllr Reid proposed that WPC could request £50 from SCC Cllr O'Brien's remaining Locality Grant, to support the purchase of the photobox post (with the remaining grant available requested for maintenance in the playing field). This suggestion was seconded by Cllr Gold and agreed by all.

12. CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any. None.

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list. Councillors considered the items of expenditure, with Cllr Reid proposing acceptance, seconded by Cllr Quick and approved by all. Cllrs Reid and Archer will approve the BACS payments.

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. Cllr Reid proposed acceptance, seconded by Cllr Quick and approved by all.

To **CONSIDER** implications of the Local Government Services' Pay Agreement for 2020-21 on the Clerk's annual leave entitlement. Cllr Elliot will investigate further and liaise with the Clerk, before agreement by WPC.

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

To **AGREE** the dates of the 2021 Parish Council meetings. The dates as suggested (see supporting documents) were agreed.

13. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan (including the Reserves Policy). Cllr Kay proposed the adoption of the Reserves Policy, which was seconded by Cllr Elliot and approved by all.

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14. To **CONSIDER** a response to the Anglian (Eastern) Regional Flood and Coastal Committee questionnaire. Deadline 22nd December. Councillors considered and unanimously approved the draft response by Cllr Lyon. The Clerk to send.
15. To **CONSIDER** any correspondence received before the meeting – see separate list. Cllr Reid confirmed his attendance at the meeting of the Felixstowe and Peninsular Community Partnership on 9th December. Cllr Quick had been asked by a member of the public about the specifics of shooting on the island opposite the beach area. Cllr Lyon advised that she is aware of an organised group of shooters who are regulated and have the relevant licences. They have permission from the landowner to shoot ducks and do not shoot in the direction towards the beach.
16. **PARISH MATTERS** for the next meeting. Councillors agreed an extra meeting for discussion about the declaration of a Climate and Ecological Emergency. At the meeting on 12th January, the budget and precept will be considered and approved. Councillors will consider a response to the Historic Environment Supplementary Planning Document.

The Chair closed the meeting at 21.42pm.

REVIEW OF ACTION POINTS FROM THE MEETING

Impact of EU Exit – SCC Cllr O'Brien to clarify what preparations SCC has made, specifically relating to the Port of Felixstowe and associated container traffic.

Training – councillors to consider their training needs and advise the Clerk, while also confirming availability.

Climate & Ecological Emergency – an extraordinary meeting to be organised in the new year. Councillors to consider what actions are being taken by other parish councils. Greener Waldringfield to provide a copy of its constitution to WPC, when adopted.

Budget – the Clerk to make adjustments while considering the agreed 'ceiling' amount of £57 per band D property (precept level of £14,300), increasing amounts under the headings of grants, training, climate and ecological emergency, and maintenance/contingency (for the playing field).

Affordable Housing Supplementary Planning Document – Cllr Elliot to draft and circulate a response for agreement. Deadline 21st December.

Sizewell C's Consultation on the Proposed Changes to its DCO Application – Cllr Kay to draft a response and circulate for agreement. Deadline 18th December.

Signage – the Clerk to report the redundant payphone sign in Cliff Road and downed bridleway 8 sign on Ipswich Road. Cllr Kay to order 2 more no cycling signs and install a replacement near the beach huts. The Clerk to write to the new owners of Crystal Creek, to ask for their permission to mount a no cycling sign on their land (river wall).

Playing Field – Cllr Archer to attempt a repair to the hole in the fence and circulate a proforma inspection report to councillors. Picnic bench to be scrubbed at some point (Waldringfielders could be considered to request volunteers). Cllr Gold to complete an inspection before the meeting on 12th January. The Clerk to accept Playsafety's quotation to conduct an annual inspection.

Monitoring Change in the Deben Estuary – Cllr Quick to become WPC representative and liaise with the organisers. The Clerk to request £50 from SCC Cllr O'Brien's remaining Locality Grant towards the photobox post, and £125 for maintenance costs in the playing field.

BACS Payments – Cllrs Reid and Archer to approve.

Clerk's Annual Leave Entitlement – Cllr Elliot to clarify.

Office 365 Subscription – the Clerk to purchase.

Anglian (Eastern) Regional Flood and Coastal Committee Questionnaire – the Clerk to send the response.

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 December Report

Working from home is not ideal. Zooming can be awkward. It often takes some time to set up and is not so fluid. However, we are all surviving. I fervently hope that we will all have happy and comfortable Christmas with our families. I wish you all the very best. Below is information of the activities taken by SCC.

Suffolk's current **COVID** infection rates, local hotspots and pressure on hospitals are among the reasons why the county will enter tier two local restrictions on Wednesday 2 December. Following the decision by central Government, public sector organisations in Suffolk have set out their goal to get the county out of local restrictions as quickly as possible. They have also moved to help residents, business owners and employees to understand the restrictions that will apply across the county, and the reasons for them.

At the beginning of September, there were just five cases of Covid per 100,000 people, now parts of Suffolk, especially in Ipswich and Hadleigh, are seeing much higher numbers of positive COVID cases than anticipated. This all puts pressure on Suffolk's hospitals, which need to protect Suffolk's vulnerable residents whilst still treating non-COVID patients. There were 116 COVID patients in Suffolk hospital beds as at 23 November. We all understand the restrictions that have been put in place

Suffolk's special educational needs and disability service (SEND) has won a prestigious national award at this year's Nasen awards. Nasen is a charity that supports and champions those working with, and for, children and young people with special educational needs and disabilities (SEND) and learning differences. Each year, Nasen hosts an annual awards campaign, which looks to celebrate the achievements of individuals and organisations within the SEND sector.

Suffolk's SEND service won the David Ryan Publication Award, which recognises an innovative publication (including e-publications) that have had a positive impact on children and young people with SEND. Suffolk won the award for the Suffolk SEND 16+ Transitions Guide. The guide, which was initially created in 2019, was developed to support young people aged 14-19 years to plan a successful journey towards adulthood. The guide is being distributed to all Suffolk colleges and high schools, including special schools and PRUs, and is being used by SEND and Inclusion services in their work with young people. [The guide can be found on the Local Offer website](#)

As the end of the UK's transition period for **exiting the EU** draws closer, Suffolk's Public Sector Leaders (SPSL) pay close attention to progress. Throughout the transition period, which began when the UK left the EU on 31 January 2020, SPSL have maintained a keen focus on local issues through the work of the county's Brexit Task Group.

On 20 November, SPSL agreed to invest £490,000 over the next three years to support the continued strategic growth of Suffolk's economy and business community, and to support future local and regional business interests. The money will be used by Suffolk Chamber of Commerce to strengthen Suffolk's trade offer as Trade Advisors.

Suffolk County Council has successfully delivered the largest **digital care project** in its history - from procurement to delivery in just 16 weeks. Working alongside care technology specialists, Alcove and Rethink Partners, the council delivered over 750 Carephone devices to elderly and vulnerable people, both in and outside of formal care settings, to help them stay in touch during the coronavirus pandemic. The Carephone is a simple communication device.

On 12 November, Princes Street **Fire Station** in Ipswich completed its temporary relocation to the Army Reserve Centre on Yarmouth Road. The move is due to the refurbishments and improvements being

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made at Princes St, which will see Suffolk Fire and Rescue Service and Suffolk Constabulary share a new blue light hub in about a year's time.

The Home, But Not Alone free phonenumber, which supports vulnerable people in our communities, went live again on 3 November. The service was paused in August because of low demand and the lifting of Covid-19 restrictions. However, after the announcement of the second national lockdown, the service is up and running again. The telephone number is freephone **0800 876 6926** and is staffed from 9am to 5pm Monday to Friday.

Patricia O'Brien

Suffolk Police

The interactive crime map for October shows:

1 x Criminal Damage & Arson near the Golf Course
1 x Drugs in Village Way

Link to the latest newsletter:

https://www.suffolk.police.uk/sites/suffolk/files/ceo_constables_county_dec_-_online.pdf

An email was received from Suffolk Police:

Police are appealing for witnesses or information after an outboard engine was stolen from a sailing boat in Cliff Road Waldringfield.

At some point over the weekend between Saturday 14th November and Sunday 15th November a Mercury 5 hp outboard engine has been stolen. The outboard engine had been bolted to a sailing boat stowed away for the winter. The bolt and chain were cut off.

If you have any information about this theft or noticed any persons acting suspiciously in the area, please contact Suffolk Police quoting crime reference 37/66859/20

First principle security advice can be viewed via the Suffolk Police website - https://www.suffolk.police.uk/sites/suffolk/files/boatshield_v1.pdf

Sent to local Marine registrations for awareness

ITEM 5

MATTERS for REPORT from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meetings held on **10th November 2020** and **1st December 2020**.

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. DONE

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. DONE

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

Brightwell Lakes – **the Clerk** to ask Ben Woolnough if he remains the main contact. DONE, NO RESPONSE

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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 30th November. DISCUSSED AT 1ST DECEMBER MEETING

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

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

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. DONE, NO RESPONSE

Playing Field – **the Clerk** to write to the ESC councillor for responsibility for Norse, outlining WPC's concerns about inspections. DONE, ONLY ACKNOWLEDGEMENT RECEIVED **The Clerk** to ask Playsafety Limit for a quotation to provide a yearly inspection. DONE, SEE ITEM 10

New Councillors – **new councillors** to send their completed Declaration of Acceptance of Office forms to the Clerk (by post or email). AWAITING CLLR BEAUMONT'S **New councillors** to complete their online register of interests within 28 days. **The Clerk** to ask SALC for a quotation for whole-council training. DONE, EMAILED TO COUNCILLORS & AWAITING FEEDBACK

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

Speedwatch – **the Clerk** to contact ESC Cllr Kerry, to enquire about the project. DONE. CLLR KERRY INTERESTED IN RESURRECTING THE SCHEME. THE CLERK FORWARDED CLLR KERRY THE CONTACT DETAILS OF THE VOLUNTEER WHO HAS THE SPEEDGUN.

Councillor Training (Information from SALC)

Our councillor course, originally as two whole days, has now been split into individual modules which last for around 90 mins. We can offer the flexibility to choose these modules depending on the training needs for the council. The modules are as follows:

- Module 1 - Role & responsibilities
- Module 2 - Powers & duties
- Module 3 - The budget
- Module 4 - Effective meetings
- Module 5 - Code of conduct
- Module 6 - Planning
- Module 7 - Working with your community

Each module is a fee of £100 +VAT and allows up to eight councillors to attend.

If you wish to proceed, please confirm which modules you wish to select and provide some dates daytime/evening of when you would like this to be presented. We would then need to check availability with our training team.

ITEM 6

To **CONSIDER** declaring a climate emergency.

Two emails have been received:

FIRST EMAIL

I would like to ask the PC to declare a Climate Emergency and start to develop resources and initiatives to engage those living in, or owning property within, the parish.

Actions could include the following:

- *Save energy - promote guidance on converting property lighting to lower energy LED lighting*
- *Renewable energy - propose sites, or organise crowd-funded land purchase schemes, for renewable energy generation, including PV solar panels or wind turbines, identify properties suitable for PV solar panels or smaller wind turbines and investigate how developers could design and install at several properties at a reduced cost.*
- *Manage land to enhance nature - designate sites for tree planting, nature*

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conservation and local food growing, suggest alternatives to common garden products that would reduce pesticide use. Offer an amnesty scheme to collect common pesticides and sell alternatives.

- Push for zero-carbon homes, and support electric car charging - maybe exploring whether Haven Power or UKPN would like to sponsor a residential-based project.
- Minimise waste – encourage the setting up of a Share & Repair Café, or publicise what exists locally – I believe this was tried last year, I think.
- Encourage the buying of local and seasonal food by identifying and publicising local producers and sellers
- Find out and publicise what initiatives are happening locally as part of the government's covid-inspired investment in the green economy

SECOND EMAIL

I am writing to support the call for the declaration of a climate and ecological emergency by Waldringfield Parish Council.

I very much appreciate the hard work that the parish council does for the village on a voluntary basis but I would love to see its decisions governed by the understanding that we are living in a time of climate and ecological emergency.

This could include greater support for measures to encourage and enable village residents to reduce their carbon footprints and also to promote the protection of wildlife within the village, in the ways already laid out by the proposal received by the PC.

ITEM 7

To **CONSIDER** and **APPROVE** the proposed 2021-2022 budget and the level of reserves.
To **CONSIDER** and **APPROVE** the Parish Council precept for 2021-22.

Forwarded to councillors under separate cover.

WALDRINGFIELD PARISH COUNCIL DRAFT BUDGET 2021-22

EXPENDITURE	2019-20		2020-21		2021-22		Notes	Forecast 22-23
	Budget £	Actual £	Budget £	Actual £ to 31st Oct	To Year End Estimated £	Budget £		
ADMINISTRATION								
Salaries including PAYE	5684	5441.74	5777	3,432.52	5888.92	5923	Allow 2.75% increase	6210
Admin - stationery/mileage	300	158.81	250	15.29	115	115		150
Post & Telephone	75	49.92	80	16.11	30	30		75
Newspaper	425	252.70	400	117.60	317.60	400		415
Hire of Village Hall	250	250	300	0	0	300		300
Insurance	430	435.64	435	447.21	447.21	459.13	3-yr fixed from 10/19	471.40
Memberships - SALC, CPRE, SLCC	430	385.77	400	257.85	410.85	420		450
Audit	135	128	135	128	128	160		175
Chairman's Fund	50	0	50	19.98	50	50		50
Training	200	95	500	464	614	200	Training est. £500 20-21	250
Election Costs	0	76.16	0	0	0	0		0
Accounting, Website & Computing Fees (incl ICO)	310	382.79	430	127.85	158.29	500	Allows for 3 months Zoom	550
Professional Fees	230	0	230	0	0	230		230
PLAYING FIELD/RECREATIONAL								
Grass Cutting	780	750	780	540	660	780		800
Repairs/Maintenance	1000	2128.17	1500	2,829.69	3,642.61	2100	Playing Field Fort Wood Repairs	2300
Mole Catching	200	0	100	0	0	100		100
Footpath Maintenance	375	156.50	400	411.80	428.55	400		300
Locality Grant Spend / Enabling Communities Grant Spend	750	3123	0	0.00	0	0		0
New Equipment	0	0	4338	0	0	4409.87	Playing Field CL Spend	0
GRANTS OUT								
General Pool	1150	609.90	400	0	0	200		250
CFT, VHT, WWIS, WPCC	1750	1750	1750	1750	1750	1750		1750
Miscellaneous	0	0	0	0	0	0		0
GENERAL RESERVE								
TOTAL EXPENDITURE	14784	16176.10	18296	10563.10	13081.33	18,571.00		15246.40
INCOME								
GRANTS IN								
SCC Locality Grant / PROW	925	796.80	200	196.80	621.80	200		210
ESC Enabling Communities Grant/Other	0	1389	0	375	375	0		0
Other Grants	0	237.67	0	0	900	0	WHS reimburse & Donation to PF	0
Advertising	300	24	85	0	0	0		75
Interest (Building Society)	115	97.49	99	0	0	50		50
Insurance	0	0	0	0	0	0		0
CL Money	0	0	4338	2,169.07	2,169.07	4409.87		0
TOTAL INCOME	1340	2354.96	4722	2740.87	4063.87	4633.87		332
TOTAL EXPENDITURE	14784	16176.10	18296	10563.10	13081.33	18,571.00		15246.40
LESS TOTAL INCOME	1340	2354.96	4722	4063.87	4063.87	4633.87		332
TOTAL PRECEPT REQUIRED	13444	13821.14	13574	6499.23	8917.46	13917.13	£35.54 per house = 7% increase	14,911.40

RESERVES 2020-21	
31/03/2020	£11,732.31 Bank Balance
ADD	
VAT Refund	£1,337.38
	£13,069.70
LESS EARMARKED (UNCOMMITTED)	
Contingency	£8,500
Election	£900
Maintenance	£300
General Reserve	£3,369.70 25% of prec
PROPOSED RESERVES 2021-22	
predicted balance 31/03/2021	
	£16,187.97
ADD	
VAT Refund (est)	£750
	£16,937.97
LESS EARMARKED (UNCOMMITTED)	
Contingency	£6,000
Playing Field	£2,500
Election	£1,000
Maintenance	£300
LESS RINGFENCED FUNDS	
CL Money	£2,169.07
Donation (playing f)	£400
General Reserve	£4,368.90 32% of prec

- SID bought 2019-20 from earlier grant. Spending now under separate headings & grants under receipts
- Includes new no cycling signs
- Includes defb pads, playing field site gas report, new surface under parallel bars, new bench, bench installation & sandpit fill-in - bench and installation covered by SCC (E425) & ESC grants.
- Includes Zoom payments at £11.99 per month & Unity Bank charges at £0 per month - Office 365, Scitec & ICO Subscriptions to invoice
- Includes defb at Village Hall, covered by SCC & ESC grants
- Includes £100 for yearly inspection
- £2075.24 total CL money expected but uncertain (due from Mickey's Field)
- new battery due 2023 old AED

ITEM 8

To **NOTE** any application decisions received

DC/20/4155/FUL 7 Sunnyhill, Waldringfield – Construction of new single-storey entrance porch & rear single-storey extension to form Kitchen/ Dining/ Seating area. Increase in ridge height & roof pitch to create 2no. bedrooms with family bathroom in the roof space. Replacement of existing garage flat roof with pitched roof. Elevational re-modelling replacement windows & overcladding. Application permitted.

To **RECEIVE** any other planning information.

Details of the draft ESC Historic Environment Supplementary Planning Document were forwarded to councillors. The consultation closing date is 1st February 2021.

Consultation begins on guidance to conserve and enhance the historic environment

Balancing the need for new development and alterations to existing properties, with the impact on the historic environment is a difficult task. So we're preparing new guidance to help advise property owners and developers, and would like to know your views.

We have prepared a draft Supplementary Planning Document to support the implementation of planning policy relating to the historic environment.

East Suffolk has a rich and varied historic environment, including a wide range of buildings, structures and landscapes. Rather than prevent change, the document will provide guidance on making changes and carrying out development in a way that protects and enhances the historic environment.

Topics covered in the draft document include conservation areas, listed buildings, non-designated heritage assets and historic parks and gardens as well as shop fronts and sustainable construction and renewable energy in the historic environment. The draft document also includes guidance on extensions and alterations to a historic building, replacing windows, doors and porches and development within the setting of a historic building.

We would like to know what you think about the draft Historic Environment Supplementary Planning Document. Visit www.eastsuffolk.gov.uk/planning-policy-consultations to find out more and to comment online, and to view our other Planning Policy consultations. Alternatively, please send your comments to the email or postal address on the right.

Consultation runs from Monday 7 December 2020 to 5pm on Monday 1 February 2021.

Following the consultation all of the comments will be considered, and it is expected that the document will be adopted in spring/summer 2021.

The ESC Planning and Building Control Newsletter December 2020 was forwarded to councillors. The Clerk also forwarded the referenced document, Environmental Guidance Note.

Waldringfield Parish Council

Application number	DC/19/1231/FUL
Appeal number	APP/X3540/W/19/3236092
Site	Foxburrow Farm, Waldringfield Road, Brightwell, Ipswich, Suffolk, IP10 0BZ
Description of development	Change of use of land for use as self-storage facility, including the siting of 272 storage containers
Committee / delegated	Delegated
Appeal decision date	21 May 2020
Appeal decision	Dismissed
Main issues	The main issue is whether the development is in an appropriate location, with particular regard to the adopted development plan settlement hierarchy.
Summary of decision	<p>The proposal does not accord with the development plan and the most important policies for determining this scheme, namely Policies SP1 and SP7, are not out of date or inconsistent with the Framework. In view of this, the presumption in favour of sustainable development as outlined in Paragraph 11 of the Framework is not engaged.</p> <p>The scheme would result in a range of public benefits, namely, local employment and economic growth. However, when considered collectively, these would be of modest value and outweighed by the harm identified in not guiding new commercial employment development towards sustainable locations in accordance with the settlement hierarchy set out in the adopted development plan. There is no reason why the scheme would result in a more effective use of the site than other uses more appropriate to the rural area that need to be there for reasons of necessity, such as an agricultural use.</p>
Learning point / actions	None to note.

To **CONSIDER** a response to the ESC consultation on its Affordable Housing Supplementary Planning Document. Comments by 21st December.

Affordable Housing Supplementary Planning Document – Initial Consultation

East Suffolk Council is in the initial stages of preparing a new Affordable Housing Supplementary Planning Document and are carrying out an initial consultation between 9th November and 21st December 2020.

The Affordable Housing Supplementary Planning Document (SPD) will provide guidance on the implementation of the Council’s planning policies related to affordable housing, and will be a material consideration in the determination of planning applications. Upon adoption the SPD will replace the following existing guidance documents:

- *Supplementary Planning Guidance 2 Affordable Housing (July 2004) – this relates to the former Suffolk Coastal area, and;*
- *Affordable Housing Supplementary Planning Document (May 2012) – this relates to the former Waveney local planning authority area.*

At this early stage, the Council is contacting key stakeholders (including the development sector, registered providers of affordable housing, town and parish councils, community housing organisations and other relevant organisations) as we are particularly interested in your views on the proposed scope and content of the SPD. 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.

To view the consultation document and respond to the questionnaire, please visit our supplementary planning document webpage at <https://www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/supplementary-planning/> Alternatively, your response may be emailed to planningpolicy@eastsuffolk.gov.uk or posted to East Suffolk Council, Planning Policy and Delivery Team, Riverside, 4 Canning Road, Lowestoft, Suffolk NR33 0EQ.

If you are unable to view the consultation online, you may request a paper copy of the consultation document and questionnaire free of charge by contacting us on the contact details provided above or by phone on 01394 444557. Please note that if you wish to contact us via telephone, we are currently operating under a voicemail service. Please leave a message including your contact details and your call will be returned as soon as possible.

Please ensure your comments are received by 5pm on Monday 21st December 2020.

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Once this consultation has closed, the comments received will be considered by the Council and will be taken into account when preparing the draft SPD. Consultation will then take place on the draft SPD.

Please do not hesitate to contact the Planning Policy and Delivery Team on the contact details above should you have any queries.

Regards

Andrea McMillan

Principal Planner (Policy and Delivery)

The consultation document was forwarded to councillors.

Waldringfield Parish Council

To **CONSIDER** a response to Sizewell C's consultation on the proposed changes to its DCO application. Comments by 18th December.

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 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.

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.

On 30 September the pre-examination stage of the Sizewell C Planning Process concluded. Hundreds of residents, community organisations and stakeholders like Natural England and the Environment Agency have sent their relevant representations to PINS.

The DCO application included proposals for materials to be delivered to Sizewell C by road, rail and sea. However, one of the issues people and organisations like East Suffolk and Suffolk County Councils continued to be concerned about was the number of HGV deliveries forecast in the transport strategy. We were also asked to provide more reassurance about safeguarding the local environment.

We listened to those views with a responsibility to act on them. And that is what we are doing now. With the benefit of more experience from Hinkley Point C and proposals from our own growing team of engineers, we are now able to consult on some new opportunities to further reduce the impact of construction on local communities and the environment. From 18 November to 18 December the public will have the opportunity to provide their feedback on these proposed changes.

Please find attached an updated briefing on the next steps for the Sizewell C Planning Process and if you have any questions please do not hesitate to contact us on freephone 0800 197 6102.

Tom McGarry
Head of Stakeholder Engagement, Sizewell C
Nuclear Development

The briefing was forwarded to councillors.

ITEM 9

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

WPC has been advised that the 'no cycling' sign near the beach huts has been taken for the second time. The resident wrote '*We continue to see numerous cyclists on the footpath and today one on the river wall.*'

Swans Nest did not give permission for the third 'no cycling' sign for the river wall to be placed on their land. Cllr Elliot has suggested that the owners of Crystal Creek may be approached.

Complaints have been received about motorbikes near the quarry.

The Clerk received this response from the Police:

We are aware of Anti-Social Behaviour emanating from the quarry and will respond to all incident to illegal riders.

However, please can we request that your informant call us directly on 999 when it is happening as it will result in an effective remedy.

I will log this information for our intelligence team accordingly.

The Clerk advised Public Rights of Way, as the motorbikes have been seen on bridleways.

Antisocial behaviour can be reported here: <https://www.suffolk.police.uk/contact-us/report-something> and asbu@eastssuffolk.gov.uk

ITEM 10

To **RECEIVE** updates on the playing field.

The Clerk received an email from a resident:

I just wanted to report to the parish council that the logs from the fallen pine tree are getting very slippery now that the bark has rotted off. I climbed up to help my son to climb down off the stump a few weeks ago and slipped and cut myself.

A friend's son has also slipped off of the logs in recent months.

I hate to complain and don't wish to be risk adverse, but would not want others to hurt themselves in the same way or worse.

Following a visit to the playing field, Cllr Reid reported:

Regarding concerns about the slippery logs, I attach some photos I have just taken, which illustrate the extensive areas where the bark has come off the logs. These areas are certainly slippery when wet. Colin A and I have discussed this and think that the risk is self-evident to potential users and that no action is needed at this stage. (The alternatives are either to put up a warning notice or to remove the logs altogether.) I suppose it could be argued that the logs are not naturally occurring but that they look like a piece of play equipment that we have designed. and we therefore have a responsibility/liability. We have to take into account that children may use the playground without close supervision. It is possible to purchase tree trunks for one's playground -see this link: Boulders, Tree Trunks and Mounds – Playdale.

Waldringfield Parish Council



I have in the last few days scrubbed down the rubber tiles beneath the swings and the see-saw and have cut back the encroaching vegetation.

As of now the rubber tiles are all firmly secured. Some of the gaps between the tiles have been filled in the past with a light grey sealant. This has come out in many places - I doubt that any sealant would hold against the rubber material in this situation where it is frequently depressed by traffic. I do not consider that the gaps between the tiles currently present a hazard. I think we shall have to have to keep going with this tiled surface until the swings themselves are replaced when a larger area of landing surface will be needed to meet current requirements (and new swings with the supports more distant from the seats). I shall ask Playdale for a ballpark figure for replacing the swings so we can consider this as part of a medium term plan for the playground - and the consequent budget implications.

I have also put up fresh Covid distancing notices.

Interestingly a class came out to play football while I was working. I wonder how much use the school makes of the playing field.

Playsafety Limited responded to the Clerk's quotation request:

This is correct, we annually visit Suffolk every September/October and inspect outdoor play areas at a special discounted rate.

We charge £68.50 plus VAT per play area to inspect up to five items of play equipment on the play area. There is an extra fee of £3.50 plus VAT to inspect each play item over five .

If you would like the inspection to take place sooner (within six weeks on receipt of an order) there is a set fee of £236 plus VAT.

A resident wrote to suggest:

I'm emailing you today to ask about what the PC's thoughts are on funding the installation of some low-maintenance adult outdoor exercise equipment in the playground/field opposite the primary school? Similar to Felixstowe's, though perhaps not as extensive in scale, as proportionate to our population.

Is there any neighbourhood Community Infrastructure Levy funding, or another appropriate source of funding that could go towards this?

Even just some adult-sized 'monkey bars' and a head-height pull up bar would be good to have if funding is limited. However, I would suggest some consultation with the community on what people want, and therefore what to prioritise limited funds for, would be the first step.

Perhaps equipment specifically related to training the muscles used - and antagonistic to the muscles used - in the outdoor activities that are typically associated with the village/area (sailing, kayaking, paddleboarding, swimming, etc.) would be most welcomed by the community? Would be great to get some community feedback on this concept.

Further to my previous email - I've just popped up to the playground and seen that there actually is one piece of adult exercise equipment - a set of tricep dip bars - I had assumed that they were children's play equipment and not given them a closer look before! I think this actually presents more of a case for having additional adult exercise equipment in the park - to create a set (maybe five pieces) which people

Waldringfield Parish Council

can use to have a full body workout, with an appropriate variety of equipment to work the different major muscle groups, adding up to at least a 15 minute workouts-worth.

If there's concern that the current tricep dip bars aren't being used, it's probably because they are just there on their own - it doesn't make much sense to go there just for that one piece of outdoor exercise equipment. There needs to be a variety of equipment to make up a 'set'.

ITEM 11

To **CONSIDER** arrangements for the Monitoring Change in the Deben Estuary project. This will also include **CONSIDERING** making a financial contribution (grant) towards future reports.

I'm sorry not to get back to you a little sooner but we have been waiting for some additional information from Professor Helene Burningham (UCL). Helene is overseeing this project and is very pleased that Waldringfield will take part as it occupies a key point in the estuary.

The next steps will be to discuss the best position for the post - somewhere which provides a good view of the river and foreshore would be best but we will be guided by your suggestions and choice. We would then want to confirm the landowner's consent and seek Helene's advice on the exact orientation of the post. The DEP and Monitoring Group will supply the post and photo fitment and will come and put the post up - but they would be very grateful for some volunteer help with this when the time comes. Each post will have a small explanatory notice - and we'll share the wording to go on this with you. Helene will set up the dedicated facebook page for receiving / collecting the pictures that people take.

It will be very helpful if a member of the Parish Council or local volunteer can be the named contact for the project. We would ask them to keep an eye on the post and report back from time to time. (In some cases, the 'post monitor' will also arrange for a weekly picture to be taken.) We hope that all volunteers will meet occasionally to examine the photographic records that have been collected and consider what they are telling us about the river and how the estuary area may be changing.

As I explained previously - we do have funding to cover basic costs but some Parishes are making a very small financial contribution - which is welcome and will help to cover the cost of future reports. At the moment the only outstanding matter is whether the posts should be covered by any Parish public liability insurance. This isn't something we had expected so we are taking further advice.

I hope this answers the questions I'm sure you will want to ask. I'll look forward to hearing from you and putting the Waldringfield representative in touch with the Monitoring Group.

Cllr Elliot has suggested that WPC could ask SCC Cllr O'Brien for some of the remaining grant money available to Waldringfield (£175) towards installation of the post.

ITEM 12

CLERK AND RFO REPORT

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

None received.

£500 was repaid by the Waldringfield History Group, with thanks for the support towards publishing its book.

Waldringfield Parish Council

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

5 December 2020 (2020-2021)

Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
56 Repairs/Maintenance	12/11/2020		Unity Trust Bank		Playing field gatepost replace	J Nunn	X	118.12	0.00	118.12
57 Membership Subs re LGA s11	12/11/2020		Unity Trust Bank		SLCC Membership	SLCC	X	117.00	0.00	117.00
58 Grass cutting (field)	05/12/2020		Unity Trust Bank		Grass-cutting -field	SCL Landscape Management	S	120.00	24.00	144.00
59 Accounting, Website & Comp	05/12/2020		Unity Trust Bank		Zoom video conferencing	Zoom Video Communications	S	11.99	2.40	14.39
60 Salaries	05/12/2020		Unity Trust Bank		Salary	Rebecca Todd	X	491.28	0.00	491.28
Total								858.39	26.40	884.79

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5 December 2020 (2020-2021)

Waldringfield Parish Council Uncashed payments/transfers out (All banks) (Upto 05/12/2020)

Voucher	Date	Cheque No.	Description	Total	Bank
58	05/12/2020		Grass-cutting -field	144.00	Unity Trust Bank
59	05/12/2020		Zoom video conferencing	14.39	Unity Trust Bank
60	05/12/2020		Salary	491.28	Unity Trust Bank
Total-----				649.67	

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

5 December 2020 (2020-2021)

Waldringfield Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
7 SCC Locality Grant	09/11/2020		Unity Trust Bank		Locality Grant	Suffolk C C	X	425.00	0.00	425.00
8 Grants and Donations	09/11/2020		Unity Trust Bank		Donation	Swans Nest	X	400.00	0.00	400.00
9 Grants and Donations	27/11/2020		Unity Trust Bank		Grant Repayment	Waldringfield History Group	X	500.00	0.00	500.00
Total								1,325.00	0.00	1,325.00

Unity Trust Statement

Date	Details	Payments	Receipts	Balance
31 OCT 20	Balance brought forward			10,238.88 *
9 NOV 20	SCCAPORS BACS		425.00 ✓	
9 NOV 20	GENTLEMAN S		400.00 ✓	11,063.88 *
16 NOV 20	B/P to: J P Nunn	425.00 ✓		
16 NOV 20	B/P to: J P Nunn	118.12 ✓		
16 NOV 20	B/P to: Wald.PrimarySchool	2.60 ✓		
16 NOV 20	B/P to: J P Nunn	296.00 ✓		
16 NOV 20	B/P to: IAN KAY	18.90 ✓		
16 NOV 20	B/P to: SLCC	117.00 ✓		
16 NOV 20	B/P to: IAN KAY	14.39 ✓		10,071.87 *
27 NOV 20	B/P to: R C TODD	491.28 ✓		
27 NOV 20	Credit 000002		500.00 ✓	10,080.59 *
27 NOV 20	Balance carried forward			10,080.59 *

Waldringfield Parish Council

5 December 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: _____

	Bank Reconciliation at 05/12/2020		
	Cash in Hand 01/04/2020		11,732.32
	ADD Receipts 01/04/2020 - 05/12/2020		18,977.25
			30,709.57
	SUBTRACT Payments 01/04/2020 - 05/12/2020		12,136.33
A	Cash in Hand 05/12/2020 (per Cash Book)		18,573.24
	Cash in hand per Bank Statements		
	Cash 30/11/2020	0.00	
	Unity Trust Bank 30/11/2020	10,080.59	
	Ipswich Building Society 30/11/2020	7,896.69	
	Barclays Community Account 30/11/2020	1,245.63	
			19,222.91
	Less unrepresented payments		649.67
			18,573.24
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		18,573.24
	A = B Checks out OK		

Waldringfield Parish Council

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

5 December 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		425.00	425				425
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		900.00	900				900
38	Advertising income	85.00		-85				-85
39	VAT Refund							
44	CIL Funds	4,338.00	2,169.07	-2,169				-2,169
SUB TOTAL		18,296.00	17,639.87	-656				-656

B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,777.00	3,923.80	1,853	1,853
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	410.95	-11	-11
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	139.94	310	310
42	Professional Services				250.00		250	250
SUB TOTAL					9,028.00	5,712.88	3,315	3,315

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	660.00	120	120
15	Mole catching (field)				100.00		100	100
16	Repairs/Maintenance				1,500.00	2,921.81	-1,422	-1,422
17	Footpath Maintenance				400.00	412.80	-13	-13
41	AONB Grant Payments							
SUB TOTAL					2,780.00	3,994.61	-1,215	-1,215

Waldringfield Parish Council

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

5 December 2020 (2020-2021)

D - Grants - s137/72 & s19 MPA70

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		
SUB TOTAL					2,150.00	1,750.00	400	400

F - Miscellaneous

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

Summary

NET TOTAL	18,296.00	17,639.87	-656	13,958.00	11,457.49	2,501	1,844
V.A.T.		1,337.38			678.84		
GROSS TOTAL		18,977.25			12,136.33		

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

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

Currently £52.99 for a personal subscription on Amazon.

To **AGREE** the dates of the 2021 Parish Council meetings.

2nd Tuesday of the month would mean the following dates:

12th January
 9th February
 9th March
 13th April
 11th May
 8th June
 13th July
 10th August
 14th September
 12th October
 9th November
 14th December

ITEM 13

Waldringfield Parish Council

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

Draft Reserves Policy sent by Cllr Reid and re-sent by the Clerk.

ITEM 14

To **CONSIDER** a response to the Anglian (Eastern) Regional Flood and Coastal Committee questionnaire. Deadline 22nd December.

The Clerk forwarded to Cllr Lyon, as Emergency Planning liaison. Cllr Lyon's proposed response: Anglian (Eastern) Regional Flood and Coastal Committee (RFCC) survey

1. Is your town or parish aware of the flood risk in your local area?

Yes. Following severe flooding in 2013, river defences were improved, but a risk remains.

2. If there is a flood risk are there any plans or works in progress to reduce or mitigate that risk?

- Regular contact with the Environment Agency, which follows protocols to close floodgates and the Penstock valve if the risk is heightened. This role is also carried out by the Flood Warden or Asst. Flood Wardens if required. Locals, such as the boatyard owner and some other riverside residents have their own floodgates to secure.
- Monitoring tidal surges.
- Automated warning messages from the Environment Agency.
- Cutting back vegetation, which may otherwise compromise the integrity of the river wall.

3. Have you as a parish or town council produced a local emergency plan to respond to the risk of flooding or other emergency?

- Yes. It lists the contact details of appropriate Emergency Agencies, Flood warden and Assistant Flood Wardens, as well as maps and other information.

4. Has the emergency plan been reviewed as a result of the coronavirus pandemic?

- No - the plan was already in the process of being up-dated.

5. Has the plan been shared with your district or county councils?

- Yes.

6. In the last 3 years has your town or parish had any contact or engagement with any flood risk management authorities (Environment Agency, local authority, internal drainage boards or water and sewage utility companies)?

- Yes – worked with representative from East Suffolk Council to produce the updated Waldringfield Emergency Plan.
- Contact/engagement with the Environment Agency and Internal Drainage Board regarding flood risk.

7. Were you previously aware of the existence and role of the RFCC?

- No.

ITEM 15

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

Various emails were forwarded to councillors:

- *SALC bulletins.
- *Details of a SALC members' survey.
- *SALC Waveney Forum minutes.
- *Rural Bulletins.
- *Rural Bulletin Funding Digest.

Waldringfield Parish Council

- *Information about Good Neighbour Schemes.
- *Community Action Suffolk news.
- *AONB monthly update.
- *News from the ICO.
- *ESC's review of the Local Council Tax Reduction Scheme.
- *'Work Well Suffolk' information.
- *ESC's response to the Planning for the Future white paper.
- *Details about the 2021 Census.
- *An update from Sizewell C.
- *The latest newsletter from the Joint Local Authorities Group (re. Sizewell C).
- *SCC Cllr O'Brien's Sizewell C response.
- *News from Carnegie UK Trust.
- *Details of the Felixstowe Community Partnership grant scheme.
- *An invite to a webinar on 9th December by Power for People (re. Local Electricity Bill).
- *Details of NALC's Smaller Council Committee Elections.
- *ESC's Review of Parking Management and Civil Parking Enforcement.
- * The East Angle Newsletter Autumn Winter 2020 (windfarm news).
- *Reports for Felixstowe Peninsula Community Partnership meeting on 10/12/2020 were forwarded to Cllr Reid. The Clerk noted that funding is being given to create a Community Directory on the Felixstowe Town Council website. As Waldringfield is part of the CP, information for the village would presumably be put on the website.
- *Information from SCC Cllr O'Brien about electric charging points: <https://www.suffolk.gov.uk/roads-and-transport/transport-planning/electric-vehicle-charging-policy/>
- *An email was forwarded about the Sicon Foundation:

I am in the process of starting a new charitable organisation on behalf of the software company, Sicon, which is based in Bury St Edmunds. This Sicon Foundation will be focussed on conservation and the wellbeing of the natural environment.

As our first action we have the funding to plant a large number of trees. We are hoping to use between 1 and 4 hectares. We would plant the trees and maintain them. We are more than happy for the land owner to use the land any way they wish as long as the trees are left standing. We would also like to have access to the land from time to time to take photos, see the trees we planted etc.

We are happy to create a community space using orchard trees or use a farming area creating woodland. Do you think this would be something your parish would be interested in? Or, do you think you could pass this email and my contact details on to anyone who you think might be interested? I would really appreciate your help as we try to get this Foundation off the ground.

*The Community Partnership Board's Transport Task Group's report was forwarded to Cllr Reid (as Felixstowe CP representative), copying in Cllr Kay. This includes information about an initiative in the rural Framlingham area, of an on-demand electric vehicle taxi service. Grants are still available:

<https://www.eastsuffolk.gov.uk/community/community-grants-and-funding/hiddenneeds-grant-programme/>.

<https://www.eastsuffolk.gov.uk/community/community-grants-and-funding/coronavirus-covid-19-community-funds/>

<https://www.eastsuffolk.gov.uk/community/community-grants-and-funding/east-suffolk-communities-bounce-back-fund/>

ITEM 16

PARISH MATTERS for the next meeting.