



Waldringfield Parish Council

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1864 Minutes of the Extraordinary Parish Council Meeting held on Thursday 27th May 2021

In attendance (via video conferencing): Councillors Kay, Lyon, Reid and Beaumont;
2 Members of the Public

Clerk: Rebecca Todd

1. To **RECEIVE** apologies for absence. Cllr Elliot (although present virtually), Cllr Gold and Cllr Quick.
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 received.

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 matters were raised at this point in the meeting.

3. To **APPROVE** the minutes of the Annual Parish Council Meeting held on 4th May 2021 and the minutes of the regular meeting, held on the same date. Cllr Kay proposed acceptance of both sets of minutes, which was seconded by Cllr Reid and agreed as a true record by all who had been in attendance.
4. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on 4th May 2021. Councillors unanimously resolved to defer discussion until the next regular meeting.
5. To **CONSIDER** Planning Applications for **COMMENTS:**

DC/21/2016/FUL Springfield House, School Lane, Waldringfield IP12 4QP – Loft conversion. Two new windows. Three new roof lights. Case Officer Eleanor Attwood. Comments by 1st June. Cllr Kay displayed the location plan and proposed design on screen. Cllr Beaumont spoke through the observations of the Planning Group, which was recommending that WPC objects due to concerns of overlooking. The applicant was present and was invited to speak. They spoke about the proposed design with its larger bedroom window and contextualised the location. Their understanding was that no neighbours were objecting, one of which is a family member. They believed the view of the family member's garden and into their kitchen would be no different than the existing, just from a legs-up rather than waist-up perspective. Cllr Elliot said that the neighbouring property must be considered by councillors, whoever is living in it (ie future owners). Cllr Elliot suggested there would be a view into the garden of Mulberry, to which the owner replied this would be probable in winter, when the leaves of a screening tree would drop, but there would be no view into a window. The applicant invited councillors to view in person.

Cllr Kay questioned if the new window gave sufficient reason to object. Cllr Elliot suggested the wider viewpoint from the lower-placed window would lead to greater overlooking. The applicant clarified that the window would be approximately 15 inches up from the floor. Cllr Elliot asked if the double windows would open. The applicant confirmed they would, on a wire. Cllr Elliot questioned what restrictions would be used and, although not an issue for WPC to consider, suggested that the applicant should check building regulations. The owner suggested the design might incorporate a Juliet balcony. Cllr Elliot suggested details should be submitted as part of the application, as it does impact on what view could be seen from the window.

Cllr Reid suggested that WPC could support the principle of development but object due to concerns about overlooking of neighbouring properties from the larger bedroom window. Cllr Kay proposed support for Cllr Reid's suggested response, which was seconded by Cllr Reid and agreed by all (with Cllr Elliot unable to vote due to virtual attendance). Cllr Beaumont will draft a response for agreement by councillors, which he will forward to the Clerk to send to ESC Planning.

DC/21/2284/FUL Sweetbriars, 3 Woodbridge Road, Waldringfield IP12 4PW – Two-storey annexe comprising music studio for professional classical musicians, two bedrooms and boat shed. Demolish existing sheds. Case Officer Grant Heal. Comments by 9th June. As Grant Heal had extended the deadline for WPC's comments until 11th June, councillors unanimously resolved to defer discussion until the next regular meeting.

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To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda. None received that could not wait until discussion at the next regular meeting.

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

To **RECEIVE** any other planning information. Cllr Elliot had noted that WPC’s comments on the recent Cross Farm application (regarding concerns of light pollution) were echoed by the AONB and Landscape Officer. A Habitats Assessment had been done, which included suggested mitigation of tinted glass in the roof lantern.

6. To **RECEIVE** an update on the recruitment of a new Clerk & RFO, and to **APPROVE** further advertising costs. Cllr Kay informed others that two applications had been received so far; he questioned whether WPC should pay to advertise further on Suffolk Jobs Direct. Cllr Elliot thought it would be sensible to advertise more widely, as even if both candidates were suitable they might not accept an offer. Cllr Lyon supported this view. Cllr Elliot suggested Suffolk Jobs Direct would be suitable, as it is used to advertise local government posts. Cllr Kay expressed a slight reservation, suggesting a short wait to see if cheaper options (ie SALC advert and the local flyer/newsletter) yield further applications. Following discussion, it was felt expedient to advertise on Suffolk Jobs Direct, with Cllr Reid proposing further expenditure of up to £400, which was seconded by Cllr Beaumont and agreed by all. Cllr Kay agreed to complete the advertising form.

There was discussion about the advertised closing date, with none stated as the preferred option; if necessary, it was agreed to allow a period of 2 weeks, or as soon as possible after this date. Cllr Reid suggested a holding acknowledgement be sent to the two current applicants. Cllr Kay suggested an initial meeting by Zoom if a candidate is considered to be a strong contender.

Cllr Elliot reminded councillors of an existing clerk who has offered to work in the interim, and suggested meeting with them. It was agreed that ideally a new candidate would be in post for the July WPC meeting.

7. **PARISH MATTERS** for the next meeting. Playing field discussions, including the need for additional policies, including a child protection policy. It was agreed that Cllr Kay will pay for the premium version of Zoom, as the free version terminates after 40 minutes. To aid clarity for virtual participants – and if available – a microphone will be used and an external speaker plugged into Cllr Kay’s laptop.

The Chair closed the meeting at 20.26pm.

REVIEW OF ACTION POINTS FROM THE MEETING

DC/21/2016/FUL Springfield House – Cllr Beaumont to draft a response for agreement, which will be forwarded to the Clerk to send to ESC Planning.

Recruitment – Cllr Kay to complete paperwork for Suffolk Jobs Direct.