



Waldringfield Parish Council

Parish Clerk: Jennifer Shone-Tribley
Low Farm, Ipswich Road, Waldringfield, Woodbridge,
Suffolk IP12 4QU
Email: pc.waldringfield@googlemail.com
Telephone: 01473 736475
Website: www.waldringfield.onesuffolk.net/parish-council

1885

Minutes of the Parish Council Meeting held on Tuesday 12 October 2021

In attendance: Councillors Kay, Lyon, Archer, Quick ,Gold, Beaumont
ESC Councillor Richardson
3 members of the public
Clerk: Jennifer Shone-Tribley
Meeting opened 19:31

1. To RECEIVE apologies for absence
Cllr Reid, Elliot, Doyle, SCC Cllr Mulcahy

2. To RECEIVE declarations of interest
None declared

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE**
non-delegated DPI dispensations requested by councillors
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.

Members of the public advised they were attending regarding specific agenda item and the Chair advised he would call upon them at that time.

3. To RECEIVE reports from SCC Cllr Patti Mulcahy, ESC Cllrs Richard Kerry and Mick Richardson and Suffolk Police. – See separate list.

Cllr Kay advised the council of a call with Cllr Mulcahy, who had advised she has been ill for some time. She is recovering and sends her apologies for absence at tonight’s meeting.

Cllr Richardson was asked to comment on the report from the ESC Cllrs. He advised he is aware of the green bin difficulties and hope this has now been resolved.
Cllrs commented that the reports from ESC are becoming increasingly generic and expressed a desire to see more pertinent information for our locality.

4. To APPROVE the minutes of the Parish Council meeting held on **14 September 2021**.
Proposed Cllr Kay, seconded by Cllr Beaumont– all in favour

To **APPROVE** the minutes of the Parish Council Extraordinary meeting held on **23 September 2021**.
Proposed Cllr Beaumont, seconded by Cllr Kay – all in favour of those at the meeting

5. MATTERS for REPORT from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **14 September 2021**.

to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **14thth September 2021**

Playing Field – **Chair** to write to the EDC Councillors to thank them for their support – TO BE SENT UPON RECEIPT OF FUNDING **Cllrs Archer and Reid** to address items identified in the Annual Inspection report –DONE – Separate email sent to Cllrs 07.10.21. Cllr Archer advises that the materials to complete the repair are received and the repair will be addressed once Cllr Reid returns.

Extraordinary meeting – **Clerk** to canvass Councillors availability for this meeting week commencing 27 September 2021. DUE TO SCHEDULING ISSUES AT THE VILLAGE HALL – HELD 23 SEPT 2021

1886

Phone Box – Cllr Quick to provide research on alternative venues to Cllrs.- DONE
Planning – Cllr Elliot to provide the Clerk with suggested wording for comment reply to DC/21/3939/FUL by 21 Sep 21. – DONE Clerk to notify residents via Waldringfielders email group of the new planning applications and including links – noting the consultation dates. – DONE
BACS payments - Cllrs Reid and Kay to authorise BACS payments DONE
Insurance Policy Renewal – Clerk to forward renewal proposed documents to Cllrs Doyle and Lyon and arrange working party meeting before October meeting. DONE
CEE Climate Bill – Clerk to investigate if we have already responded – DONE (WPC passed a motion of support on 09 March and we forwarded our letter of support to our MP - Therese Coffey on 22 March 2021.)

To **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **23rd September 2021**

Brightwell Lakes ARM applications Cllr Kay and Elliot to draft and circulate responses to the above noted applications by the deadline date of 11 October 2021.- Cllr Kay advised that due to additional meetings scheduled to provide further information on the applications on 15 October, and extension to replies was received to 19 October 2021.

Caravan Park Application DC/21/2391/FUL – Cllr Elliot to draft and circulate a response by deadline date of 30 Sept 2021 - DONE

Phone Box location - Cllr Elliot to contact Cllr Quick - DONE

6. To CONSIDER Planning Applications for COMMENTS:

Ref. No: DC/21/4267/FUL | Received date: Fri 10 Sep 2021: Replacement Dwelling, Cart Lodge And Studio | Elm Cottage Sandy Lane Waldringfield Suffolk IP12 4QY –Planning Officer – Mark Brands; **Comments deadline 14 October 2021**

Chair recognised members of the public with an interest in the application. Cllr Gold advised the planning group discussed the application and have no specific objections. Cllrs discussed the issue of traffic and that Sandy Lane was a very narrow road. Consideration of both regular construction vehicles – which will ideally be parked on the site and not the lane – and for large delivery vehicles who may require a road closure. Cllr Beaumont advises that the council is likely to recommend lighting being sensor and not dawn to dusk. Cllrs also discussed the mature trees on the property and its commitment to ensuring TPOs are secured where necessary. It was agreed that as the application does reflect the preservation of all mature trees, the Tree Warden does not need to visit to assess TPOs.

Propose WPC recommend support of the application subject to lighting being sensor lighting. Proposed Cllr Gold; Cllr Beaumont – all in favour.

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

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

Ref. No: DC/21/1327/FUL | Received date: Thu 18 Mar 2021 | Status: **Application Withdrawn** | Case Type: Planning Application - Alterations And Extension To Existing Outbuilding To Provide Home Office and Secure Storage With Occasional Use As An Annex Ancillary To Main Dwelling - The Old Maltings The Quay Waldringfield Woodbridge Suffolk IP12 4QZ

To **RECEIVE UPDATE** on Brightwell Lakes.

Cllr Kay advised Cllrs Kay and Elliot are part of a community forum in respect of the development. The 4 applications have given rise to a meeting of the forum. WPC requested an extension when these were first released in September and the website was updated to 11 October 2021. Once the meetings were advised, a second request was made to allow for the information at the meetings to advise the response. It was then discovered that other PCs had already received this.

1887

The PC was granted an extension to 19th October 2021, however this was not updated on the website.

Cllr Kay advised that while much of the work on the response has been undertaken – there are a number of questions that could be answered at these meetings that could inform the response. Cllrs Kay and Elliot will attend the meetings and then amend as required the response and circulate. Cllr Kay advised that largely the WPC are ensuring that these applications adhere to the planning conditions outlined in the overarching permission are being met. Cllr Kay further advised that the Tree Warden is also reviewing their planting schedule and landscape plan to ensure they adhere to those conditions as well.

To **RECEIVE** any other planning information.
Nothing further

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

7. To **RECEIVE** updates on the playing field development project.

Cllr Archer advises that we are still waiting on funding to be approved; but concern as to the quote running out and therefore additional charges may be levied. A review of the quote indicated it is valid for 90 days from 23 August 2021 – which make expiry on or about 23 November. As such it was agreed that the approval to enter the contract could be undertaken at the next Council meeting.

A review of funding for the new quote was undertaken, noting SCC Cllr Mulcahy had responded positively on 12.10.21:

- CIL – Mickey’s field – £2,169.07 (received April 2020)
- CIL – Mickey’s Field - £2,031.10 (received April 2021)
- CIL – Land South of Maybush Inn - £727.02 – (received April 2021)
- CIL – Mickey’s Field - £2,163 (estimated - not received – expected 28 October 2021)
- CIL – Eureka - £8,600 (estimated - not received - expected 28 October 2021)
- PlaySpace application - £6,500 (not agreed – decision expected after 18 October 2021)
- Felixstowe Community Partnership - £5,000 (agreed in principle)
- ESC Enabling Community Funds - £4,000 (agreed in principle)
- SCC Councillor - £2,000 (now agreed in principle)

To **APPROVE** placing order for play equipment
Deferred to next meeting 09 November 2021

A motion to approve the new budget of £31,079 was proposed by Cllr Archer, Lyon – all in favour.

Cllr Archer reviewed that the annual inspection identified issues with the mound on the slide and agreed a resolution. Cllr Archer has ordered and received the flexible matting to resolve the issue. Topsoil was needed to complete the installation, which has been secured by Cllr Archer. Cllrs Archer and Reid will install these on Cllr Reid returns.

Cllr Archer also submitted his monthly inspection report. Notes the bin near the tennis court is not being emptied. Cllr Archer noted that this is a wire basket type bin.

Cllr Archer did note that the issue of pinning the bench in the Annual Inspection report and this was assessed to be unlikely to be the risk level assessed and so no further action is planned

8. To **RECEIVE** updates on the phone box adoption project

Cllr Kay advised that he has reviewed and suggested alternative sites and this was contingent on the Village Hall agreeing to the phone box being placed on their land. Following discussion with the Village Hall and a letter sent from Phil Hall, Chair of the Village Hall Trust – this option is not viable.

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To **APPROVE** viable site locations

Having this location not being possible, Cllr Kay investigated other possible locations – and suggested the playing field – which is Council land. Cllr Kay advised he requested views from Cllr Reid by email on the subject. Cllr Reid opined that the location not be held on the playing field – but that it sit outside the fence - but on the land – having the fence be repositioned to make the space. Cllrs discussed the location on the playing field land at length including ground level; existing trees, and visibility. Cllrs agreed there was suitable and preferable location on the School Road side of the fields.

Cllr Quick also advised that private land means that we have no further Highways issues– as it's private land.

Cllr Kay further advised he had received a call from the Primary school indicating interest in adopting the box should the WPC elect to not proceed with their plan. Cllr Quick advised the group would welcome students being involved in the development of the Phone Box.

Upon considering the new location it was deemed preferable to locate it at the playing field location. It is also discussed that canvassing needs to be undertaken for those who live opposite the new location.

Cllrs agreed that the phone box should be located on the playing field (WPC) land; with the fence amended, on the School Road side of the playing field. It was further agreed that written consultation to the neighbouring homes would be given with comments invited by the Council by 31 October. It was agreed no survey would be required. Proposed Cllr Kay; seconded Cllr Gold – all in favour

Fencing budget – needs to be discussed and quote received. Cllr Kay to initiate those discussions in order to determine what those costs may be. Budget to be discussed at the next meeting once costs established

To **MAKE ARRANGEMENTS** for Parish Survey to be launched
Deemed not required as above.

9. To **RECEIVE** updates on inquiries regarding public facilities proximate to the waterfront/beach
Clerk advised that inquiries made of ESC regarding the lack of facilities at the waterfront were received by Chris Phillips, Senior Estates Surveyor, who would like to support the WPC. HE advised there is no specific department to address the request to but sympathises with the WPC needs in the area. Clerk advised that a summary document needs to be provided to initiate discussions within the ESC. This was outlined to be

1. An outline and framing of the current need and pressures experienced without facilities.
2. What type of contribution would the WPC be able to make financially to the capital investment and on-going maintenance and
3. What viable locations could be identified and who those land owners were.

Cllrs discussed various land options and it was decided that the most suitable location would be the position of the last temporary facilities – in the overflow car park; owned by the Maybush Inn.

The Clerk invited volunteers to a working party to draft and provide the requested document. Cllrs Lyon, Gold Beaumont and Quick agreed to be part of the party.

10. To **RECEIVE** updates on the SALC South Area Forum
Deferred to next meeting
11. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan.
None to consider
12. **CLERK AND RFO REPORT**
To **CONSIDER** and **APPROVE** applications for community grants, if any – Waldringfield Wildlife Group - £100.00

Waldringfield Parish Council

1889 Proposed by Cllr Gold, Seconded Cllr Quick - all in favour

To **CONSIDER** and **APPROVE** the insurance policy renewal (last year of a 3-year long term agreement).
Working group reported a review of the documents and proposed coverage had been undertaken and the working group recommended approval.

Proposed by Cllr Kay; seconded Cllr Archer All in favour

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list. This will include **APPROVING** the Clerk's SLCC membership, training costs and expenses

Review of documents undertaken and signed by Cllr Gold

Proposed Cllr Gold; Seconded Cllr Beaumont; all in favour

BACS payments to be authorised by Cllrs Elliot and Kay

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

Review of documents undertaken and signed by Cllr Gold

Proposed to approve Cllr Gold; Second Cllr Beaumont – all in favour

To **NOTE** receipt of the second half of the precept.
Noted

To **CONSIDER** priorities for the 2022-23 budget

Clerk advised that it is time to consider expenditures for next year. Clerk invited Cllrs to consider arrangements for next year; examples are any maintenance and repairs such as the Fort on the playing field or the noticeboard on Newbourne Road; whether the WPC wants to undertake any arrangements for the Queen's Jubilee; or other such issues that need to be considered.

13. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters. – see separate list

Cllr Kay reviewed the updated information from Highways – indicating there have been some completed works.

Cllr Archer advises there is a 30 repeater sign that is illegible and will advise the Clerk

Cllr Gold reported a local landowner is now ploughing into the footpaths at three locations -Church field, new rectory and Mill Road. Cllr Gold will speak to the landowner and report back.

Clerk also noted that a member of the public reports new Footpath and Bridleway signs have been installed - 2 at the crossroads and 1 on the Ipswich Road before you get to the tree line opposite the helicopter site.

Clerk updated that repeater signs and SID locations on Cliff Road were being assessed and a request for further information from the Highways Officer will be addressed by Cllr Reid upon his return.

14. To **CONSIDER** any correspondence received before the meeting – see separate list.

Clerk raise the issue from a member of the public regarding parking on the verge in front of the school. Cllrs agreed to discuss this and put this on next month's agenda.

Cllr Beaumont expressed recent signage indicating that the phone box at Maybush is again at risk. Cllrs agreed we wish to maintain the phone box as a working phone due to the health and safety considerations on the waterfront and the lack of consistent mobile phone signal particularly at the waterfront. This was the response last time BT raised the issue, and Cllrs continue to feel this is essential.

Waldringfield Parish Council

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15. PARISH MATTERS for the next meeting.

Authorise the PlayQuip contract
Update on the Phone Box project
Parking on Verge opposite Primary School

ACTION ITEMS

Suffolk Police - Clerk to circulate list of crime descriptions

Planning applications – DC/21/4267/FUL - Cllr Beaumont to draft and circulate response by deadline 14 October 2021; DC/21/4002, 4003, 4004, 4005/ARM - Cllrs Kay and Elliot to circulate response to applications by deadline of 19 October 2021

Bin on the playing field – Clerk to investigate why it is not being emptied.

Phone box location: – Cllr Kay to circulate a mock up of phone box location once reviewed with Cllr Quick; Cllr Kay to secure quotations on amending the fence. Cllr Quick to distribute written consultation letter to residents once new location is confirmed.

Phone Box Project: Cllr Kay to advise the Primary School of decision to retain the box and encourage student involvement in the project; Cllr Quick to speak to contractor moving the box and the AONB Grant officer regarding the location change.

Public Toilets project: Clerk to circulate brief to working party.

Budget: All Cllrs to identify to the Clerk any items of expenditure that will be new next year that they believe should be included in the budgeting process.

Highways: Cllr Archer to send Clerk photos of repeater sign; Cllr Reid to provide updated information to Highways Officer on repeater signs/SID locations.

Footpaths: Cllr Gold to report conversation with land owner

Phone box Maybush: Clerk to respond to consultation on behalf of the Council requesting it remain as a working phone box.

Meeting closed 9.37pm

SUPPORTING DOCUMENTS

ITEM 3

Suffolk County Councillor Patti Mulcahy

Nothing received

East Suffolk Council – Ward Councillors’ Monthly Report

Orwell & Villages Ward Cllrs monthly bulletin – September 2021

Welcome to the September edition of the monthly newsletter, aimed at keeping Councillors and the Villagers in the Orwell and Villages Ward up to date on the main news stories from East Suffolk.

Regards,

Richard & Mick

Please note there has been some aghast about what can be put in the Green/Browns bins, basically if take a vegetable from your garden into your Kitchen it cannot be put into your bin, bins are being checked and if they see potato peelings ETC they will not empty the bin.

Leisure centre set for further improvements

works will be carried out by our development partners, Pulse Design & Build, with completion expected by Easter 2022.

We have worked closely with our operators, Everyone Active, to ensure minimal disruption to customer this work, however, some temporary changes will need to be put in place:

- The soft play area will be closed for around three months when the works start
- The spin studio will be relocated to the old dance studio
- Access to the squash court and group exercise classes will be via the college car park
- The changing village by the pool will be closed for the duration of the works and customers are asked to use the gym changing area during this time;
- However, the gym changing area will be relocated upstairs and there will be no access to showers

Some disruption is also expected in the sports hall, the extent of which will be established once Pulse have further inspected the area.

Changes to garden waste in the south of the district

Rules on what can go into garden waste bins in the south of East Suffolk changed this week (1 September), aligning it with the rest of the district which has had the same arrangements in place for a number of years.

We wrote to every affected household in July explaining what was changing and why, and what can now go into the garden waste bins.

More information on these changes can be found on the FAQs on our Garden Waste page:

www.eastsuffolk.gov.uk/waste/waste-collection-and-disposal/garden-waste/

Residents urged to check waste carrier details

Householders in East Suffolk are being reminded of their legal responsibility when disposing of their household waste, after a Suffolk resident was fined over £1,200 at a hearing at Ipswich Magistrates’ Court on Wednesday 18 August.

On 17 March 2020, our Customer Services Team received a report of three black bags of waste which had been left on the verge in Monument Farm Lane, Foxhall. During a site visit the next day, officers from East Suffolk Norse found that the bags contained household waste, including paperwork with a name and address.

When contacted, the individual claimed that the waste was removed from her home address by a third party, along with some scrap items. She was given six weeks to provide details of this person however she did not respond and on 15 May 2020, was issued with a £200 Fixed Penalty Notice, reduced to £120 if paid within 10 days. She failed to pay this notice, despite reminders being sent.

The perpetrator did not attend their court hearing, having written to the court asking for the case to be heard in their absence. The court found them guilty of breaching Section 34(2A) and (6) of the Environmental Protection Act 1990 and fined them £200 for the offence, plus £1,000 for costs and £34 for the victim surcharge, totalling £1,234.

More affordable homes in East Suffolk

now all been allocated to tenants on our housing register.

These latest homes are part of our programme to deliver vital new housing in East Suffolk for the benefit of local communities and locations which desperately need new, affordable and high-quality housing options.

Suffolk councils supporting Afghan refugees

On Wednesday 18 August, the Government announced its new resettlement scheme for Afghan refugees. Whilst the full details are yet to be confirmed, it is crystal clear that the Government needs local authorities everywhere to step up and support this national effort.

All councils in Suffolk are committed to this cause. We have already helped a small number of Afghan interpreters and their families to resettle in Suffolk, in addition to ongoing work to support unaccompanied asylum seeking children and other refugees entering the UK. In the coming days and weeks, the district, borough and county councils will continue working with the Government to do what we can to provide assistance to vulnerable refugees.

Times like this call for acts of humanity. Suffolk will play its part.

In East Suffolk, accommodation is being offered under the Afghan Relocations and Assistance Policy (ARAP), supporting interpreters who have worked with the British Armed Forces and those who have worked in the British Embassy.

Under this scheme, three people moved into their accommodation in mid-August and are being supported by the Anglia Care Trust to help them integrate into the community and find employment. Further accommodation, both council and privately owned, is being sourced to help as many people as possible.

Felixstowe's first Triathlon

Individuals and teams of all abilities can now sign up to take part in Felixstowe's first ever Triathlon – spaces are limited though!

Organised in partnership with Felixstowe Town Council, the triathlon is kicking off on the town's seafront on Sunday 10 October 2021 at 8am. Open to everyone, whether beginners or experienced athletes, people can now sign up for the Sprint, Supersprint or Standard distance as individuals or teams of three.

The Supersprint will start with a 300m swim in Felixstowe Leisure Centre's pool whilst the Sprint and Standard will have an open water start with an 800m or 1500m swim. This will be followed by a 20km or 38km bike route through the stunning Suffolk countryside before returning via Felixstowe Ferry to finish with a 3km, 5km or 10km run along the Promenade.

More information, including how to enter, is available at www.felixstowetriathlon.uk/

The Triathlon is part of FelixFest – the ultimate weekend of family fun, which is being hosted to celebrate the Women's Tour, one of the UK's biggest sporting events, finishing in Felixstowe this October. See more details at www.eastsuffolk.gov.uk/leisure/womens-tour-and-felixfest/

Waldringfield Parish Council

Further funding boost to local voluntary and community groups

The Carlton Colville, Kessingland, Southwold and surrounding villages Community Partnership opened for the third round of its Small Grant Scheme earlier this week, meaning local voluntary and community groups can once again apply for much-needed funding.

The scheme is aimed at tackling social isolation and loneliness and improving the services available to young people, two of the priorities identified by the Partnership and may support groups and organisations who will be facing challenges post lockdown.

Funding will be available for projects which addresses these and can include activities that can help individuals, groups and families or benefit the wider community, either as a one off or as a series of activities/events, purchasing equipment to support community activity and targeted projects which addresses specific needs linked to the priorities set by the Partnership.

The scheme is open until 5 October 2021 and offers grants of up to £1,500. Full details about eligibility and how to apply can be found at www.eastsuffolk.gov.uk/community/community-partnerships/community-partnership-small-grant-schemes/.

Surveys and consultations

We are currently not running any consultations or surveys.

Staying up to date on the latest East Suffolk news

The Communications Team share all media coverage on Sharepoint, so you can easily stay up to date on all media stories relevant to East Suffolk Council, whether on local, regional or national news outlets, tv, radio, print or online.

Access these at any time at

<https://eastsuffolk.gov.uk/sharepoint.com/sites/Communications/Lists/Media%20coverage/AllItems.aspx>

If you have any questions or need any help with this service, you can email the team on communications@eastsuffolk.gov.uk

Don't forget to share your own news!

We do a lot of great work in East Suffolk and we want everyone to know! I would therefore like to encourage all Councillors to share their own good news stories with the Communications Team so they can help showcase some of this work, whether this is from projects funded through your Enabling Communities Budget or supporting an initiative which will benefit our local communities.

You can email the team on communications@eastsuffolk.gov.uk

Social media

We keep our communities up to date in a variety of ways and social media has an important role to play. Please follow us and share our posts with your audiences!

Facebook: www.facebook.com/eastsuffolkcouncil

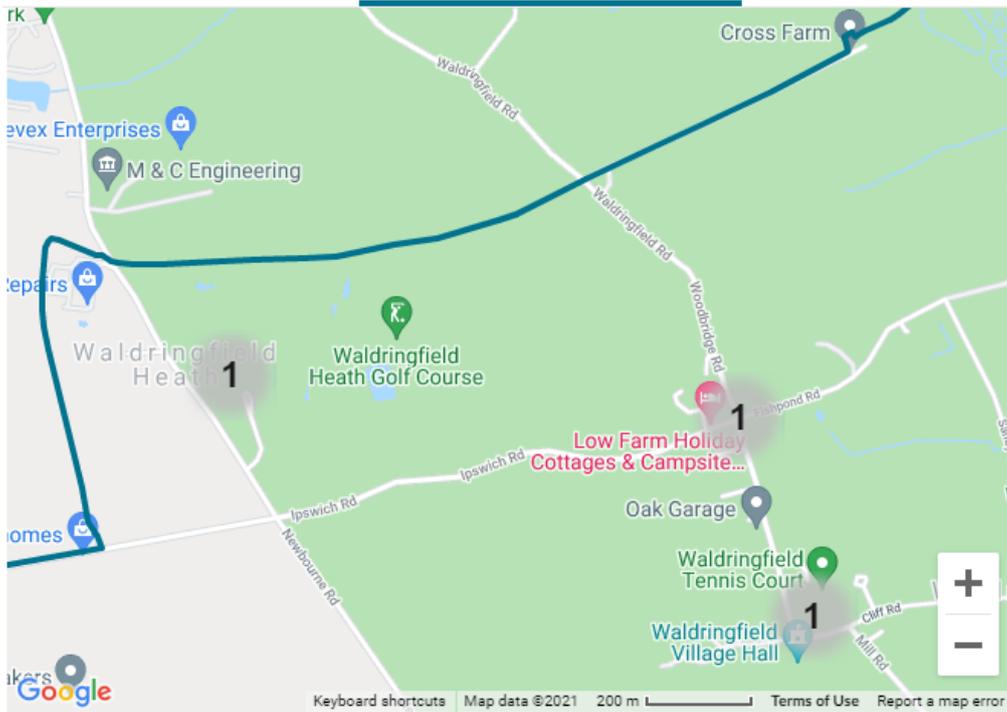
Twitter: <https://twitter.com/EastSuffolk>

Suffolk Police

The interactive crime map for August shows:

- 1 x Criminal Damage and Arson – Newbourne Rd (Baptist Church)
- 1 x Vehicle Crime – Low Farm Cottage and Campsite – Ipswich Road
- 1 x Public Order offence – Village Hall – Cliff Road

Waldringfield Parish Council



ITEM 5

to REVIEW ACTION POINTS from the minutes of the Parish Council meeting held on 14thth September 2021

- Playing Field** – Chair to write to the EDC Councillors to thank them for their support – TO BE SENT UPON RECEIPT OF FUNDING
- Cllrs Archer and Reid** to address items identified in the Annual Inspection report –DONE – Separate email sent to Cllrs 07.10.21.
- Extraordinary meeting** – Clerk to canvass Councillors availability for this meeting week commencing 27 September 2021. DUE TO SCHEDULING ISSUES AT THE VILLAGE HALL – HELD 23 SEPT 2021
- Phone Box** –Cllr Quick to provide research on alternative venues to Cllrs.- DONE
- Planning** – Cllr Elliot to provide the Clerk with suggested wording for comment reply to DC/21/3939/FUL by 21 Sep 21. – DONE
- Clerk to notify residents via Waldringfielders email group of the new planning applications and including links – noting the consultation dates. – DONE
- BACS payments** - Cllrs Reid and Kay to authorise BACS payments DONE
- Insurance Policy Renewal** – Clerk to forward renewal proposed documents to Cllrs Doyle and Lyon and arrange working party meeting before October meeting. DONE
- CEE Climate Bill** – Clerk to investigate if we have already responded – DONE (WPC passed a motion of support on 09 March and we forwarded our letter of support to our MP - Therese Coffey on 22 March 2021.)

To REVIEW ACTION POINTS from the minutes of the Parish Council meeting held on 23rd September 2021

- Brightwell Lakes ARM applications** Cllr Kay and Elliot to draft and circulate responses to the above noted applications by the deadline date of 11 October 2021.
- Caravan Park Application DC/21/2391/FUL** – Cllr Elliot to draft and circulate a response by deadline date of 30 Sept 2021 - DONE
- Phone Box location** - Cllr Elliot to contact Cllr Quick - DONE

ITEM 6

To CONSIDER Planning Applications for COMMENTS:
Ref. No: DC/21/4267/FUL | Received date: Fri 10 Sep 2021 | Status: Pending Consideration | Case Type: Planning Application - Replacement Dwelling, Cart Lodge And Studio | Elm Cottage Sandy Lane Waldringfield Suffolk IP12 4QY – Planning Officer – Mark Brands; Comments deadline 14 October 2021

To NOTE any application decisions received

Draft until signed.....Chair / / 20

Waldringfield Parish Council

Ref. No: DC/21/1327/FUL | Received date: Thu 18 Mar 2021 | Status: **Application Withdrawn** | Case Type: Planning Application - Alterations And Extension To Existing Outbuilding To Provide Home Office and Secure Storage With Occasional Use As An Annex Ancillary To Main Dwelling - The Old Maltings The Quay Waldringfield Woodbridge Suffolk IP12 4QZ

ITEM 7

To **APPROVE** placing order for play equipment

PlayQuip Quotation documentation sent to councillors under separate cover

Email from Cllr Reid sent under separate cover 08.10.21

ITEM 8

To **RECEIVE** updates on the phone box adoption project

Draft of proposed survey sent to councillors under separate cover by Cllr Kay

Letter from P. Hall, Chairman of the Village Hall sent to councillors under separate cover by Cllr Quick

ITEM 12

To **CONSIDER** and **APPROVE** the insurance policy renewal (last year of a 3-year long term agreement).

Renewal documentation sent to councillors under separate cover.

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly

7 October 2021 (2021-2022)

Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
40 Insurance	05/10/2021		Unity Trust Bank		Insurance	Came and Company	X	459.13		459.13
41 Accounting, Website & Comp	05/10/2021		Unity Trust Bank		Website annual fee	Community Action Suffolk	S	50.00	10.00	60.00
42 Training	05/10/2021		Unity Trust Bank		Training	Suffolk Association of Local C	S	30.00	6.00	36.00
43 Post and telephone	05/10/2021		Unity Trust Bank		Expenses	Jennifer Shone-Tribley	E	1.62		1.62
44 Grass cutting (field)	05/10/2021		Unity Trust Bank		Grass-cutting -field	SCL Landscape Management	S	120.00	24.00	144.00
45 WildlifeGroup	05/10/2021		Unity Trust Bank		Grant s137/72 or s19 MAP76	Waldringfield Wildlife Group	X	100.00		100.00
46 Salaries	05/10/2021		Unity Trust Bank		Salary	Jennifer Shone-Tribley	X	489.90		489.90
47 Membership Subs re LGA s11	05/10/2021		Unity Trust Bank		SLOCC Membership	Society of Local Council Clerk	X	112.00		112.00
48 Repairs/Maintenance	07/10/2021		Unity Trust Bank		Playing Field Repair materials	C.M Archer	S	79.58	15.92	95.50
Total								1,442.23	55.92	1,498.15

6 October 2021 (2021-2022)

Waldringfield Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
8 Precept	29/09/2021		Unity Trust Bank		Precept payment	East Suffolk Council	X	7,150.42		7,150.42
Total								7,150.42		7,150.42

To **NOTE** receipt of the second half of the precept.

£7,150.42 was received 30 September 2021.

Waldringfield Parish Council

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

Monthly Bank reconciliation:

5 October 2021 (2021-2022)

Waldringfield Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2021			
	Cash in Hand 01/04/2021			16,657.51
	ADD			
	Receipts 01/04/2021 - 30/09/2021			19,348.37
				36,005.88
	SUBTRACT			
	Payments 01/04/2021 - 30/09/2021			8,176.76
A	Cash in Hand 30/09/2021 (per Cash Book)			27,829.12
	Cash in hand per Bank Statements			
	Cash	30/09/2021	0,00	
	Unity Trust Bank	30/09/2021	18,657.31	
	Ipswich Building Society	30/09/2021	7,961.18	
	Barclays Community Account	30/09/2021	1,210.63	
				27,829.12
	Less unrepresented payments			
				27,829.12
	Plus unrepresented receipts			
B	Adjusted Bank Balance			27,829.12
	A = B Checks out OK			

Waldringfield Parish Council

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

7 October 2021 (2021-2022)

A - Receipts

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28	Precept	14,300.85	14,300.85				(0%)	
30	SCC Locality Grant						(N/A)	
31	SCC Footpaths Grant	200.00		-200.00			-200.00 (-100%)	
35	ES Enabling Communities Grant						(N/A)	
36	Bank Interest	50.00		-50.00			-50.00 (-100%)	
37	Grants and Donations	98.00	1,480.00	1,382.00			1,382.00 (1410%)	
38	Advertising income		48.00	48.00			48.00 (N/A)	
39	VAT Refund						(N/A)	
44	CIL Funds	4,403.87	2,758.12	-1,645.75			-1,645.75 (-37%)	
SUB TOTAL		19,052.72	18,586.97	-465.75			-465.75 (-2%)	

B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,994.72	3,679.77	2,314.95	2,314.95 (38%)
2	PAYE/NI							(N/A)
3	Stationery/Mileage/Etc.				125.00	86.29	38.71	38.71 (30%)
4	Post and telephone				50.00	1.62	48.38	48.38 (96%)
5	Newsletter re 1972 LGA s142				400.00	301.00	99.00	99.00 (24%)
6	Village Hall hire				300.00		300.00	300.00 (100%)
7	Insurance				459.13	459.13		(0%)
8	Membership Subs re LGA s111				420.00	377.18	42.82	42.82 (10%)
9	Audit				160.00	170.00	-10.00	-10.00 (-6%)
10	Chairman's Expenses				50.00	30.00	20.00	20.00 (40%)
11	Training				250.00	655.00	-405.00	-405.00 (-162%)
12	Election Costs							(N/A)
40	Accounting, Website & Computir				560.00	133.96	426.04	426.04 (76%)
42	Professional Services				200.00	674.00	-474.00	-474.00 (-237%)
SUB TOTAL					8,968.85	6,567.95	2,400.90	2,400.90 (26%)

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	600.00	180.00	180.00 (23%)
15	Mole catching (field)				100.00		100.00	100.00 (100%)
16	Repairs/Maintenance				2,250.00	217.52	2,032.48	2,032.48 (90%)
17	Footpath Maintenance				400.00		400.00	400.00 (100%)
41	AONB Grant Payments							(N/A)
SUB TOTAL					3,530.00	817.52	2,712.48	2,712.48 (76%)

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D - Grants - s137/72 & s19 MP/

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	General Grants				300.00	99.00	201.00	201.00 (67%)
22	Church Field				425.00	450.00	-25.00	-25.00 (-5%)
23	Village Hall LGA				525.00	500.00	25.00	25.00 (4%)
24	All Saints Church				775.00	750.00	25.00	25.00 (3%)
25	WildlifeGroup				125.00	100.00	25.00	25.00 (20%)
SUB TOTAL					2,150.00	1,899.00	251.00	251.00 (11%)

F - Miscellaneous

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

Summary

NET TOTAL	19,052.72	18,586.97	-465.75	14,648.85	9,092.89	5,555.96	5,090.21 (15%)
V.A.T.		761.40			374.52		
GROSS TOTAL		19,348.37			9,467.41		

ITEM 13

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

Matters reported to Suffolk Highways

1. Received 16.09.21-Your report reference number is: 00334558

NEWBOURNE ROAD, WALDRINGFIELD

Date reported: 02/09/2021

Description: 30 mph sign is obscured in verge vegetation, and not visible to all drivers.

Following your recent report, we are pleased to confirm that we have ordered work to be carried out which we hope will resolve the issue you raised with us within approximately 20 working days.

2. Received 16.09.21-Your report reference number is: 00334559

NEWBOURNE ROAD, WALDRINGFIELD

Date reported: 02/09/2021

Description: The 30mph sign is fading and needs replacing.

Our staff have visited the location of your report and assessed the issue you reported. We believe that at this time it does not warrant remedial action. However, we will continue to monitor the location as part of our routine inspections, and if the matter worsens significantly, we will take action.

3. Received 30.09.21-Your report reference number is: 00318732

SCHOOL ROAD, WALDRINGFIELD

Date reported: 06/05/2021

Description: Following my previous report, the damaged 20mph speed sign completely broke off in the recent winds and was seen sliding down the grass bank towards the road. To prevent an accident, a Parish Councillor removed the broken piece and

Waldringfield Parish Council

has stored it. Can the sign please be replaced as a matter of urgency, as it signals the start of the school safety zone. (Waldringfield Primary School is located on a potentially dangerous bend.)

Following your recent report, we are pleased to confirm that we have ordered work to be carried out which we hope will resolve the issue you raised with us within approximately 10 working days.

NB: This also remedies to the initial report 316963 made on 19.04.21

4. Received 30.09.21 - Your report reference number is: 00316963

SCHOOL ROAD, WALDRINGFIELD

Date reported: 19/04/2021

Description: Sign on the bank outside Morven is badly damaged. It shows 20mph zone on one side, 30mph on the other.

Following your recent report, we are pleased to confirm that we have ordered work to be carried out which we hope will resolve the issue you raised with us within approximately 10 working days.

Repeater signs and SID locations in 20mph zone on Cliff Road

Completed Applications were submitted 04.10.21. We have been advised to update our submission which is in process. They have advised a minimum cost of approximately £450.00 to install SID posts and repeater signs. Clerk is investigating any possible funding from SCC Cllr Mulcahy.

ITEM 14

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

Email correspondence forwarded to Councillors for consideration

Rural Services Network - The Rural Bulletin (weekly)

Public Sector Executive - Potential £51bn a year boost to coastal and rural communities

Oka Last - £16,000 of funding available across two Areas of Outstanding Natural Beauty in Essex and Suffolk

Community Action Suffolk - Welcome to the NASIP Newsletter

Society of Local Council Clerks (SLCC)- News Bulletin - 17 September 2021

Nuclear@environment-agency.gov.uk - Sizewell B: variation to its radioactive substances permit granted

Suffolk Association of Local Councils - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022

Suffolk Association of Local Councils - EDF update session - 6 October 4 pm - 5 pm

Suffolk Association of Local Councils - Festival of Suffolk - Invitation to Chair of council

Community Action Suffolk Network - CAS News | Events and opportunities!

Suffolk Coastal Disability Forum – Notification of next meeting and minutes of last meeting

Suffolk Association of Local Councils - SALC ebulletin dated 27 September 2021

Chloe Lee - Community Officer Bulletin

Suffolk Association of Local Councils - Queen's Green Canopy – Suffolk

Society of Local Council Clerks (SLCC) - News Bulletin - 28 September 2021

Suffolk Association of Local Councils - SALC e-bulletin dated 20 September 2021

Suffolk Association of Local Councils Felixstowe peninsular community partnership

OneLife Suffolk Welcome to the OneLife Suffolk Newsletter!

ESC Planning - Public Access Unavailable 23 - 25 October 2021

Suffolk Association of Local Councils - SALC ebulletin dated 04 October 2021

Rural Services Network -The Rural Bulletin - 5 October 2021

Rural Services Network -RSN Rural Funding Digest - October 2021 Edition

Anglian Energy Planning Alliance - INVITATION - TOWN & PARISH COUNCIL NETWORKING & INFORMATION-SHARING EVENING - WEDNESDAY 3RD NOVEMBER 2021

Suffolk Association of Local Councils- Joint SALC East Suffolk area forum - book your place now

Community Action Suffolk - CAS News | Funding, vacancies and events!

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Correspondence received by the Clerk

1. A member of the public wrote:

.....Also I just wondered if the PC could look at how the dog poo bin outside the school could be made a little more accessible. People (often school visitors but not always) often park there cars quite close to the front of the bin and also the vegetation (nettles etc) has got quite long which makes reaching across to access it quite tricky at times. This could lead to people being less willing to deposit their dog poo in the bin and exacerbating the problems. I don't know whether this area gets cut with the footpaths or not?

2. A member of the public wrote:

Dear Council.

Many thanks for all your hard work.

I would be grateful if you could raise the issue of parking by school parents and also the adjacent building site workers on this area of the verge. Photo attached.



The continued parking of cars will almost certainly be causing compaction to the root area of the birch and oak trees. Compaction can cause trees to shed limbs which in the vicinity of the playground and school would be a potentially hazardous event. I imagine your tree warden Christine Fisher could also advise on this.

Can I suggest school management combined with some simple timber bollards would be sufficient to deter cars using this verge?