



# Waldringfield Parish Council

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## 1832 Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup> January 2021

**In attendance (via video conferencing):** Councillors Kay, Elliot, Gold, Lyon, Reid, Archer, Quick and Doyle, SCC Cllr O'Brien, 6 members of the public

**Clerk:** Rebecca Todd

1. To **RECEIVE** apologies for absence – Cllr Beaumont
2. To **RECEIVE** declarations of interest – Cllr Reid, pecuniary interest in item 7 as a neighbour of Japonica Cottage.

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** non-delegated DPI dispensations requested by a councillor – none.

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

Cllr Kay permitted members of the public present to speak under relevant items.

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), highlighting the joint venture company that SCC is part of to build housing developments on SCC land. Cllr O'Brien will be standing down at the next local election, after serving first as a district councillor then county councillor for over 20 years. The date for elections is unconfirmed. WPC councillors expressed their thanks to Cllr O'Brien for her many years of service.

Cllr Gold asked Cllr O'Brien if she was aware of Covid vaccinations being given locally; Cllr O'Brien has no information. There was some discussion about the administration process behind the vaccinations. Cllr Reid informed other councillors that Woodbridge Community Centre will become a hub. Cllr Elliot asked Cllr O'Brien if she had any further information about the recent container backlog at Felixstowe. Cllr O'Brien has enquired but is awaiting information; this will be sent to WPC councillors when available.

Councillors acknowledged the report from ESC district councillors (see supporting documents) and noted the details of recent crimes, commenting on the frequency of crimes reported in the vicinity of the golf course.

4. To **APPROVE** the minutes of the Parish Council meeting held on **8<sup>th</sup> December 2020**. Cllr Kay proposed acceptance, seconded by Cllr Elliot 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 meeting held on **8<sup>th</sup> December 2020**. See supporting documents. Cllr Kay will shortly be mounting a replacement no cycling sign near the beach huts, first attaching it to thick board to deter theft. Cllr Gold noted a recent large presence of cyclists on footpaths near Martlesham Creek. There was some discussion about the use of signage, with Cllr Gold suggesting that signs do provide the ability to challenge inappropriate use of footpaths. Councillors considered another location for the third metal no cycling sign on the river wall. Cllr Reid suggested it might be mounted on the sluice. The Clerk will ask the contact Trustee of Dairy Marsh farm for clarification of ownership (is it maintained by the Internal Drainage Board?), before writing to ask for permission to mount the sign. The Clerk asked councillors to consider their training needs.

6. To **CONSIDER** and **APPROVE** the proposed 2021-2022 budget and the level of reserves. Councillors considered the third draft of the budget which had been circulated in advance of the meeting by the Clerk. After some discussion, Cllr Reid proposed approval, seconded by Cllr Elliot and agreed by all.

To **CONSIDER** and **APPROVE** the Parish Council precept for 2021-2022. Cllr Gold proposed that the Clerk's suggested precept request of £14,300.85 be approved, which was seconded by Cllr Elliot and agreed by all councillors.

7. To **CONSIDER** Planning Applications for **COMMENTS:**  
**DC/20/4948/FUL Land Rear of Japonica Cottage, Deben Lane** – Erection of dwellinghouse with associated highways access and landscaping (relating to extant outline permission DC/19/2695/OUT). Case officer Grant Heal. Consultation expiry date extended until 14<sup>th</sup> January. At this point, Cllr Reid left the meeting by way of being put into the waiting room of the Zoom

1833

virtual meeting. The applicants were in attendance. Cllr Elliot spoke through the report of the Planning Group, with possible positive and negative points highlighted for consideration. ESC's arboriculturalist had raised no negative comments on the application, however, Waldringfield's Tree Warden had made some observations (these were circulated to councillors in advance of the meeting), for example, querying the labelling of trees on the documents and suggesting that 'oak 1' will need careful protection. Cllr Elliot suggested that the Tree Warden's comments should be incorporated into the response of WPC, which was agreed by other councillors. Cllr Elliot proposed that the suggestions in the ecological report should become conditions of the planning application's approval. Councillors thought it positive to have had access to the speed report, and it was noted to be encouraging that, when checks were carried out, traffic generally complied with the restrictions in the area.

Cllr Elliot queried the elevation of the solar panels. The applicant said the panels will be elevated from the zinc roof with a pitch of about 5%. Cllr Elliot suggested the architect might provide a drawing showing this, and another image of a mockup street scene, to show the house in the context of neighbouring properties (which would help to assess impact). The applicant said the building will be largely screened by foliage (a new mixed native hedge).

Cllr Gold proposed that the application be recommended for approval, subject to clarification being provided on the matters raised, which was seconded by Cllr Quick and agreed by all. Cllr Elliot will draft a response for the Clerk to send to Planning. At this point, Cllr Reid returned to the meeting.

**DC/20/5128/FUL The Old Post Office, Sandy Lane** – Alterations and extensions to existing residential dwelling to facilitate conversion into 2 residential properties. (Originally the building was 2 separate cottages prior to being changed into 1.) Case officer Danielle Miller. Comments by 28<sup>th</sup> January. Cllr Kay invited members of the public to speak. Unfortunately there were technical issues with some residents present being unable to hear or participate. Cllrs Elliot, Gold and Quick all commented that the plans provided were difficult to understand in terms of elevations and orientation. The initial reaction of the Planning Group to a proposal to create two smaller properties was positive. However, on studying the application, it was felt that the design is unsuitable for the plot. Councillors considered the plans, commenting on the large scale of the proposal, noting the considerably greater width and height and the siting of the property to move closer to its neighbour, 1 Sandy Lane. Cllr Elliot highlighted the increased overlooking and loss of privacy. Cllr Elliot also highlighted the car parking on the block plan; Cllrs Elliot and Gold suggested it would not be possible to park two cars where shown, due to the narrow road entrance. Cllr Gold expressed concern about the impact of the development on pedestrians, with no footpath in this narrow area. At this point, the residents who wished to speak showed support for the comments raised by WPC; they have already sent an objection to ESC. Cllr Elliot clarified that ESC will make the decision (WPC can only comment as a consultee). Cllr Kay proposed that WPC recommends refusal of the application for the reasons as discussed (scale, overlooking and car access), which was seconded by Cllr Elliot and agreed by all councillors.

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda. Cllr Elliot recommended an extraordinary meeting to discuss DC/20/5102/FUL Land Off Ipswich Road, Brightwell – Change of use of land for siting of 35 static units, 20 touring caravan pitches and 10 yurts. Erection of office building and amenity block. Councillors agreed. It was felt that the matter could be combined with climate and ecological emergency discussions. See item 14.

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

To **RECEIVE** any other planning information. No discussion.

To **CONSIDER** a response to the ESC consultation on its Historic Environment Supplementary Planning Document. Deadline 1st February. Councillors agreed that a response was not required.

To **CONSIDER** a response to the SCC consultation on its 'Suffolk Design: Streets Guide' – part of the Suffolk Design initiative involving District and Borough planning authorities and the County Council working together to improve the design criteria and guidance for new developments across the county. Deadline 10<sup>th</sup> February. Cllr Quick commented that the guide is similar to one produced by Essex several decades ago. Councillors commented favourably on the document and thought it would be useful when commenting on planning applications, as a central cohesive reference. Cllr Kay commented that it was positive that walking and cycling have been incorporated. It was agreed that, while no comment was required, the Clerk would respond to say that the document is welcomed.

1834

8. To **CONSIDER** a response to Natural England’s proposals for improved access to the coast from Felixstowe Ferry to Bawdsey (part of the programme to establish a continuous walking route around England’s coastline). Deadline for representations to the Secretary of State is 3<sup>rd</sup> February 2021. Cllr Kay welcomed members of the public to speak before councillors considered this item. One resident wished to bring concerns to the attention of the council. They are not a landowner so cannot raise an official objection, however, living near the proposed route they have security concerns. They believe that people will use the route to walk to and from the public house and the Brightwell Lakes development will increase this pedestrian traffic. Cllr Kay suggested that the bridleway past the school was a more likely route of connection between Brightwell Lakes and Waldringfield. The resident said that their garden is open and will, therefore, be unprotected; they are concerned about security of their office building. They also briefly raised concerns about the impact of the route on wildlife in the area.

The resident also questioned the legality of establishing a route in the proposed location, due to wording in the 2009 Marine & Coastal Access Act, which references provision of a ferry. The resident suggested that Natural England’s document is unsound. Cllr Reid voiced that WPC cannot comment on the legal situation. Cllr Elliot clarified that there have been a number of consultations and WPC cannot object at this stage, only make a representation. Cllr Elliot informed the resident that consultations conducted when producing the Parish Plan showed a high level of support for a walking route between Waldringfield and Woodbridge (one which overcomes the breached footpath sections). The resident questioned why Woodbridge Road, as a designated Quiet Lane, could not be used. Cllr Kay highlighted that it is a road and not a footpath; in the Parish Plan, residents showed support for a continuous footpath. Cllr Reid said that Suffolk Highways have found the road to be unsuitable for a national footpath (the route will be part of the England Coast Path). There was some discussion. Cllr Elliot proposed that WPC sends a representation to reaffirm its support for the proposed route, which was seconded by Cllr Lyon and approved by five other councillors; Cllr Gold abstained, as she is not in favour of the route. The Clerk to write.

9. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters. Cllr Lyon pointed out that the Cliff Road sign on the school wall is rotting. There was some discussion regarding its origins. The Clerk will write to Suffolk Highways, to request a replacement. The Clerk advised councillors that she had been contacted about continuing motorbike activity in the vicinity of the quarry and surrounding bridleways; the resident had reported it to police.

10. To **RECEIVE** updates on the playing field and to **CONSIDER** any quotations received. Cllr Reid referred to the Norse quotation for remedial works. Some of the work has been completed by councillors (overgrowth cut back, safety matting cleaned). The gaps in the safety matting are not of a concern. As per previous discussions, it was suggested that a working party is organised once Covid restrictions are eased. The picnic bench could be cleaned and rusting metallic elements repainted on the goalposts, seesaw and slide. The rotting logs on the mound are not a safety concern at the moment. There was some discussion about other works required. Cllr Gold highlighted the rotting rear fort steps. Cllr Archer said a chestnut tree prevents children walking up the steps; the councillors expressed an intention to keep the tree. It was suggested that a working party could remove the steps (topsoil may be required to fill in the hole).

Cllr Gold asked if the Tree Warden could do a check of the trees, specifically near the west gate/boundary towards the school; there are suckers/little oaks sprouting. Recommendations for cutting back would be appreciated.

Cllrs Gold and Reid had conducted the monthly inspection together, and it was proposed that two councillors continue to do so on a rota system. Cllr Doyle agreed to complete an inspection with Cllr Gold before the February meeting. It was agreed that the Clerk would write to Norse, to inform them that inspections would not be required for the time being.

Cllr Reid had met with Playdale and they had produced a plan of possible new play equipment. This would be discussed at another time.

## 11. 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 (see supporting documents), along with an additional invoice for the newsletter printing (£119), with Cllr Gold proposing acceptance, seconded by Cllr Lyon and approved by all. Cllrs Reid and Kay will approve the BACS payments.

# Waldringfield Parish Council

1835

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

To **APPROVE** an extra signatory on the Unity Trust bank account. Cllr Elliot volunteered to become an additional signatory; the Clerk will forward details.

To **APPROVE** the terms of the Clerk's contract, relevant to holiday entitlement. Cllr Elliot spoke through her calculations (forwarded to councillors in advance of the meeting) and confirmed the option that the Clerk had agreed to. The Clerk should advise councillors if her hours become insufficient.

12. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan. Nothing discussed.
13. To **CONSIDER** any correspondence received before the meeting – see separate list. Noted. The Clerk also forwarded details of an Environment Agency consultation on its assessment of 'General Nuclear System Limited's UK HPR1000' (power station design). Councillors to consider whether they wish to submit a response before the deadline of 4<sup>th</sup> April.
14. To **AGREE** a date for an extraordinary meeting to discuss declaring a Climate Emergency. Councillors agreed that the planning application DC/20/5102/FUL (Land Off Ipswich Road, Brightwell) should also be discussed. A meeting date of 22<sup>nd</sup> January was suggested; to be confirmed.
15. **PARISH MATTERS** for the next meeting. Discussion deferred until the extraordinary meeting.

**The Chair closed the meeting at 21.49pm.**

## REVIEW OF ACTION POINTS FROM THE MEETING

**Felixstowe Container Backlogs** – SCC Cllr O'Brien to forward information to councillors once known.

**Signage** – Cllr Kay to mount a no cycling sign near the beach huts. The Clerk to contact the Trustee of Dairy Marsh farm for clarification about ownership of the sluice, before writing to ask for permission to mount the third metal no cycling sign.

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

**Precept** – the Clerk to complete paperwork before the deadline of 31<sup>st</sup> January.

**DC/20/4948/FUL Land Rear of Japonica Cottage** – Cllr Elliot to draft a response for the Clerk to send to planning.

**DC/20/5128/FUL The Old Post Office, Sandy Lane** – Cllr Elliot to draft a response for the Clerk to send to planning.

**DC/20/5102/FUL Land Off Ipswich Road, Brightwell** – to be discussed at the extraordinary meeting.

**SCC 'Suffolk Design: Streets Guide' Consultation** – the Clerk to respond that the document is welcomed.

**Natural England's Coastal Path Proposals for Felixstowe Ferry to Bawdsey** – the Clerk to reaffirm WPC's support for the proposed route to the Secretary of State.

**Cliff Road Sign on the School** – the Clerk to request a replacement from Suffolk Highways.

**Playing Field** – the Tree Warden to conduct an inspection of the trees. Cllrs Doyle and Gold to conduct an inspection of the equipment before the WPC meeting on 9<sup>th</sup> February. A working party to be organised once Covid restrictions ease. The Clerk to write to Norse, to cancel inspections from them. Playdale quotation to be discussed at another meeting.

**BACS Payments** – Cllrs Reid and Kay to approve.

**Unity Trust Bank** – Cllr Elliot to be added as a signatory; the Clerk to forward details.

**Environment Agency's 'General Nuclear System Limited's UK HPR1000' (power station design)** – councillors to consider whether discussion is required (deadline 4<sup>th</sup> April).

**Climate & Ecological Emergency** – to be discussed at the extraordinary meeting.

## 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 January Report**

Unfortunately, we are not starting 2021 in a better state than when we exited 2020. As you will no doubt know we are now in tier 4, restrictions have tightened and there is no freedom of movement except for essentials ie shopping, child-care and work, such as building, that cannot be done at home. Households cannot mix or stay overnight away from home. However, it is permitted for 1 person to meet with another in a public place.

I doubt if any of us have experienced this kind of situation. I find the hardest 'rule' to obey is that of not meeting with people. I zoom in on council meetings but, for me, it is nothing like being in a room and gauging the atmosphere and 'reading' people. However, let us trust that we will see a lessening of the virus as we see extensive roll-out of vaccines.

Happenings within SCC:

Schools are no longer a safe and secure environment for children and they are to remain closed. Lessons are being provided on-line and I have had feed-back that children are enthusiastic. Of course, it is early days but let us hope the novelty of lessons at home does not wear off!

Suffolk County Council is to create a joint venture company to lead new housing developments on some of its own land. Since 2019 the county council, as a major landowner in Suffolk, has been investigating how it can do more with its own assets to support district and borough councils in their role as strategic housing authorities. SCC wish to boost the supply of much needed housing in the county.

Suffolk County Council has launched the Suffolk Design: Streets Guide, and is asking members of public for feedback in shaping new residential developments. The Streets Guide is part of the Suffolk Design initiative for which District and Borough planning authorities plus the County Council are working together to improve the design and guidance for new developments across the county. The consultation is open until 10 February 2021. Members of the public can take part by visiting, [www.suffolk.gov.uk/suffolkstreets](http://www.suffolk.gov.uk/suffolkstreets)

More residents on low incomes or benefits can now get financial help if they are told to self-isolate due to COVID-19. Councils across Suffolk are helping administer the Government grant scheme to help people remain at home.

Those who are eligible will need to meet all the following criteria:

- You have been told to self-isolate by NHS Test and Trace on or after 28 September 2020.
- You have responded to your notification from the NHS Test and Trace and engaged with the service by providing the legally required information.
- You are employed or self-employed.
- You cannot work from home and will lose income as a result.
- You are currently receiving at least one of the following benefits: Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit, OR (under the new discretionary powers) you have a household income of less than £37,400 (couple or single parents) or £19,200 (single person) and have savings of less than £3,000.
- test and trace self-isolation period.

Patricia O'Brien

# Waldringfield Parish Council

## ESC Ward Councillors Bulletin –January 2021

With cases rising and the country entering a new lockdown, I believe it is now appropriate to provide you, once again, with a weekly update. This will incorporate information from different service areas and how they are addressing impacts of the virus – but will also focus on specific covid-related information and facts and figures which you may find useful.

Latest national information on coronavirus: <https://www.gov.uk/coronavirus>

NHS advice: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Local, East Suffolk-specific information: <https://www.eastsuffolk.gov.uk/covid-19>

Latest countywide figures and information

As of the 6 January there were 16,859 confirmed cases of COVID-19 in Suffolk. In total there have been 2,214 cases of COVID-19 per 100,000 people.

District case rate as of 6 January 2021:

A new national lockdown in England began on Wednesday 6th January for an indeterminate period. The national COVID-19 alert tiers are suspended while the national lockdown is in place.

In the week to the 6th January there were 3,849 new lab-confirmed cases of COVID-19 in Suffolk. This number has nearly doubled compared to the previous week.

The underlying rate of new weekly cases in Suffolk has increased and is now at 448.4 cases per 100,000 people. This rate remains below the rates for the East of England region (769.8 / 100,000) and for England as a whole (579.8/ 100,000).

Vaccinations

I understand and share concerns about ensuring our communities receive information about the vaccination roll out as quickly and effectively as possible, and it is clear that local authorities can play a role in this process. Therefore, I am pleased to confirm that the Suffolk Communications Cell, which includes representation from East Suffolk, has led on the delivery of a web resource which aims to provide clear, up to date information for stakeholders and residents.

[www.suffolk.gov.uk/covidvaccinations](http://www.suffolk.gov.uk/covidvaccinations)

You will of course be aware that East Suffolk straddles two separate health CCG 'areas' which I note can cause some confusion, particularly in the media when referring to Suffolk as a whole. Therefore, this resource will hopefully be a really useful way of sharing local information. If you have any questions about this, please email our Communications Manager, Phil Harris.

Stay at home and stay safe

I spoke with the media earlier this week about the importance of staying home and saying safe. I personally think it is important that we are not seen to demonise people who would like to visit this part of the country, or even travel around it - however, we must be very clear that guidelines must be followed to keep everyone safe.

I said: "East Suffolk is a truly beautiful part of the country with an incredible coastline which draws millions of visitors each year. But this is not a normal situation and people really should not travel anywhere unless for absolutely essential work or care related reasons, no matter how tempting it is.

"We can't wait to welcome people back to our fantastic destinations once restrictions are lifted but for now, please stay at home and stay safe."

Communities and supporting residents

The Home But Not Alone phone line continues to be active and will be re-promoted shortly – 27 referrals have been received since the third lockdown started on Boxing Day. Calls were completed between Christmas and New Year to the 187 people added to the Clinically Extremely Vulnerable (CEV) list since the end of the second lockdown in November, to ensure that they know that support is available.

This week the Communities Team are calling all those who needed support during lockdown 2. This includes anyone who was either referred to Home But Not Alone or Suffolk Advice and Support Service,

**Draft until signed**

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**Page 6 of 20**

# Waldringfield Parish Council

are lonely or isolated, were helped to register with the National Shielding Support Service or had other needs identified – this is just over 200 people.

Meanwhile, funding secured through our work to support the CEV group during the November lockdown has led to the purchase of 30 additional Grandpads, topping up the Covid-19 Community Fund (£25,000) and the Bounce Back Fund (£25,000).

Finally, Three Community Intervention posts (six months) are currently out to advert to pro-actively support self-isolation and outbreak management in East Suffolk.

## Environmental Services

### Food & Safety

The food and safety team are currently working with Suffolk Public Health and other agencies to respond to the high incidence of Covid-19. County and district level data and intelligence is shared via live daily briefings led by Suffolk Public Health's Covid Response Hub. The team follows up investigations in workplace settings to help ensure businesses have controls in place to prevent the spread of disease in the workplace and to minimise business disruption.

The food and safety team are managing high levels of complaints and enquiries relating to business closures and Covid secure matters. The team provides updates to the Covid-19 section on the Council's website where an online complaint form is available for residents [https://my.eastsuffolk.gov.uk/service/COVID\\_19\\_Health\\_and\\_Safety](https://my.eastsuffolk.gov.uk/service/COVID_19_Health_and_Safety) Enquiries can also be made to [environment@eastsuffolk.gov.uk](mailto:environment@eastsuffolk.gov.uk)

### Environmental Protection

The emergence of the more contagious variant of covid will affect the activities of the Environmental Protection team. As a general rule the team will not be undertaking visits to premises for any purpose. This will have an effect on proactive inspections and reactive visits for all purposes including water sampling, nuisance monitoring visits, licence and permit inspections and many other site-visits involving entry to premises. They will be exploring ways of undertaking these activities remotely.

The team had begun to make some headway in tackling the backlog of work caused by the first lockdown which led to 15% to 20% increase in reactive work from for example, noise complaints, bonfire nuisance complaints, fly tipping etc. However, they have not reached the stage yet of turning work away, since there is traditionally a seasonal lull in reactive work at this time of the year. Whether or not the situation continues depends upon progress of the pandemic and whether we will be in a better situation by the time the weather improves in the spring.

Meanwhile an outbreak of Covid 19 was identified and managed on the Romany Lane traveller site from early December with seven confirmed cases but no new cases apparent in the week before Christmas. There has unfortunately been a resurgence of cases following the holiday period, with 8 new confirmed cases as of today. An incident team led by Suffolk Public Health has been re-established and the residents are being offered on-site testing today with support from the site managers, the police, the Norfolk and Suffolk Gypsy, Roma Traveller Liaison service and the CCG to reinforce the importance of social distancing and hygiene and the need to remain on the site to prevent spread to the wider community. No linked cases have yet been identified in the wider community and containing the outbreak will be the main focus of the activity today and over the coming days.

### Operational update

There has been no impact on refuse collection or other Norse services, however we will continue to work with partner organisations who deliver council services on our behalf to monitor sickness too and will work with them to minimise any disruption. Leisure centres closed on Boxing Day until further notice as part of the original Tier 4 regulations and the Caravan site at Southwold is also closed.

All East Suffolk Council tennis courts, outdoor gyms and sporting locations under the management of the council will have signage put up saying that they are closed.

We await the guidance for skateparks (as there is no specific mention in the government guidance) but at this time they will remain open as are the playgrounds.

### Grants, funding and business matters

# Waldringfield Parish Council

## Response

On Tuesday, the Chancellor announced further support for businesses as we entered the new national lockdown. In addition to the current Local Restrictions Support Grant (Closed) and the Additional Restrictions Grant (discretionary funding aimed at those businesses without a rateable value) £4.6bn is being made available via Closed Business Lockdown Payment. This is aimed at retail, hospitality and leisure businesses and provides a one-off payment of up to £9k dependent on the businesses RV. There is also a further £500m being made available to top up the ARG scheme. As soon as the details of these new schemes are made available ESC will go live and promote these new funding streams in addition to the existing grants.

In terms of current grants, ESC has received 2,132 applications for the LRSG scheme and paid 1,873 of these totalling £2.8m. We also paid 136 applications for the ARG scheme totalling £127k. For both these schemes take up by businesses had been low (this is a nationwide issue with applications around 7%) due to the relatively low amount of funding being made available, businesses adapting to the restrictions and confusion around the plethora of schemes available. ESC will be clarifying what funding is available and to which businesses in updated comms which will be issued across all channels. We will also be making direct contact with those businesses we know are eligible.

As the LRSG scheme is a rolling fund we are now making automatic payments to eligible businesses that have provided current bank details. These payments will cover the period 26 Dec – 15 Feb ie the current lockdown period. This will allow ESC to rapidly make substantial payments to those businesses in need. On top the above ESC has made 'wet led pub' payments to 45 pubs totalling £45k.

## Recovery

The ED and Regeneration team continue to pursue their long-term economic growth programmes which will ensure we are well placed to recover strongly and build back better and greener from the Covid downturn.

This includes the Towns Revitalisation initiative, Smart Towns Programme, Lowestoft Town Investment Plan, Sizewell C Economic Development Programme, exploring opportunities for an ES hydrogen economy, Freeports initiatives, delivering the Felixstowe Vision and supporting the new Felixstowe BID.

In addition to these programmes, we are also developing specific business support schemes to enable start-up businesses, introduce a full fibre voucher scheme to enable businesses to connect to new ultrafast network in Lowestoft and looking at capital investments to support our ambitions to develop an energy campus linked to SZC and the emerging hydrogen economy.

We also continue to work with partners at the LEP and across the county to dover Suffolk and region wide economic recovery programmes that build on our existing sector strengths and emerging economic growth opportunities.

## Customer Services

Our service remains unaffected as measures are already in place with a remote call centre, maintaining staff resilience to reduce absences and alternative channels of access for customers. We are encouraging people to access our services and information online where possible.

Public access remains closed; however emergency access / support measures are in place if required. The Marina Customer Services Centre will now close entirely for the remainder of this period of restrictions. This will not only help reduce running costs at this time but also reduce the risk of transmission and we will of course continue to support those staff who need to access offices.

The team absolutely recognises the needs and expectations of our customers will continue to evolve during this period and we are responding with a revised service delivery model, which has already seen careful planning of our response and resources which has enabled front-facing staff to take on new duties. Positively, for example, our present mailbox queries are being answered much quicker than previously and we do of course remain accessible to our customers despite the restrictions.

Locally at Cabinet we approved new beach hut site for Felixstowe, the Eastern Structures application at Levington has been refused, a preliminary application has been put in for the housing a new Primary School for Trimley St Martin, the Teachers and Governors see this as the way forward and have voted to move to new site as the existing School is no longer fit for purpose. We hope to take the planning

# Waldringfield Parish Council

application for Deben School site to the planning committee very soon which will have up to 51 Council Houses on the site great news for those locally on the waiting list.

Melissa Allen & Richard Kerry

## **Suffolk Police**

The interactive crime map for November shows:

- 1 x Antisocial Behaviour near the Golf Course
- 1 x Other Theft near the Sailing Club

Link to the latest newsletter:

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

## **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 8<sup>th</sup> December 2020.**

**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. CLLRS TO ADVISE

**Climate & Ecological Emergency** – an extraordinary meeting to be organised in the new year. ITEM 14 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). DONE, ITEM 6

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

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

**Signage** – the Clerk to report the redundant payphone sign in Cliff Road and downed bridleway 8 sign on Ipswich Road. DONE, ON WORKS SCHEDULE Cllr Kay to order 2 more no cycling signs and install a replacement near the beach huts. DONE 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). DONE, PERMISSION NOT GIVEN

**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 12<sup>th</sup> January. The Clerk to accept Playsafety's quotation to conduct an annual inspection. QUOTATION ACCEPTED

**Monitoring Change in the Deben Estuary** – Cllr Quick to become WPC representative and liaise with the organisers. AWAITING RESPONSE FROM 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. DONE

**BACS Payments** – Cllrs Reid and Archer to approve. DONE

**Clerk's Annual Leave Entitlement** – Cllr Elliot to clarify. DONE, ITEM 11

**Office 365 Subscription** – the Clerk to purchase. DONE

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

## **ITEM 6**

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

Draft until signed

.....Chair / / 20

Page 9 of 20

# Waldringfield Parish Council

To **CONSIDER** and **APPROVE** the Parish Council precept for 2021-2022.

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	Estimated £	Budget £		Budget £
<b>ADMINISTRATION</b>							
Salaries including PAYE	3684	3441.74	3777	3,432.52	3688.92	3994.72	6116
Admin - stationery/mileage	300	158.81	250	15.29	125	125	150
Post & Telephone	75	49.92	80	16.11	30	50	75
Newspaper	425	212.70	400	117.60	317.60	400	415
Hire of Village Hall	250	250	300	0	0	300	300
Insurance	450	435.64	436	447.21	447.21	429.13	471.40
Memberships - SALC, CPRE, SLCC	450	189.77	400	257.95	410.95	420	450
Audit	135	128	135	128	158	160	175
Chairman's Fund	50	0	50	19.98	50	50	50
Training	200	85	200	464	614	250	250
Election Costs	0	76.16	0	0	0	0	0
Accounting, Website & Computing Fees (incl ICO)	310	382.79	450	127.95	150.29	360	350
Professional Fees	250	0	250	0	0	200	250
<b>PLAYING FIELD/RECREATIONAL</b>							
Grass Cutting	780	750	780	540	660	780	800
Repairs/Maintenance	1000	1128.17	1500	2,803.69	3642.81	2250	2500
Mole Catching	200	0	100	0	100	100	100
Footpath Maintenance	375	256.50	400	412.80	428.55	400	500
Locality Grant Spend / Enabling Communities Grant Spend	750	3125	0	0.00	0	0	0
New Equipment	0	0	4338	0	0	4403.87	0
<b>GRANTS OUT</b>							
General Pool	1150	609.90	400	0	0	300	250
CFT, VHT, WWG, WPCC	1750	1750	1750	1750	1750	1850	1850
Miscellaneous	0	0	0	0	0	0	0
<b>GENERAL RESERVE</b>	0	0	0	0	0	0	0
<b>TOTAL EXPENDITURE</b>	14784	16176.10	18296	10563.10	15081.33	19,052.72	15232.40
<b>INCOME</b>							
<b>GRANTS IN</b>							
SCC Locality Grant / PROW	925	796.80	200	196.80	621.80	200	210
ESC Enabling Communities Grant/Other	0	1399	0	375	375	0	0
Other Grants	0	237.67	0	0	900	98	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
CIL Money	0	0	4338	2,169.07	2169.07	4403.87	0
<b>TOTAL INCOME</b>	1340	2554.96	4722	2740.87	4065.87	4751.87	335
<b>TOTAL EXPENDITURE</b>	14784	16176.10	18296		15081.33	19,052.72	15246.40
<b>LESS TOTAL INCOME</b>	1340	2554.96	4722		4065.87	4751.87	335
<b>TOTAL PRECEPT REQUIRED</b>	13444		13574			14300.85	14,917.40

<b>RESERVES 2020-21</b>	
31/03/2020	£11,732.32 Bank Balance
ADD	
VAT Refund	£1,337.38
	£13,069.70
<b>LESS EARMARKED (UNCOMMITTED)</b>	
Contingency	£8,500
Election	£900
Maintenance	£300
<b>General Reserve</b>	£3,369.70 25% of prect
<b>PROPOSED RESERVES 2021-22</b>	
predicted balance 31/03/2021	£16,187.97
ADD	
VAT Refund (est)	£750
	£16,937.97
<b>LESS EARMARKED (UNCOMMITTED)</b>	
Contingency	£6,000
Playing Field	£2,500
Election	£1,000
Maintenance	£500
<b>LESS RINGFENCED FUNDS</b>	
CIL Money	£2,169.07
Donation (playing f)	£400
<b>General Reserve</b>	£4,368.90 32% of prect

SID bought 2019-20 from earlier grant. Spending now under separate headings & grants under receipts	Includes debts paid, playing field tile gap repair, new surface under parallel bars, new bench, bench installation & sand to fill in - bench and installation covered by SCC (S425) & ESC grants.	
Includes Zoom payments at £21.00 per month & Unity Bank charges at £3 per month - Office 365, Skype & ICO Subscriptions to include	Includes new no cycling signs	Includes £100 for yearly inspection
£1070.14 total CIL money expected but uncertain (due from Mickey's field)	Included debts at Village Hall, covered by SCC & ESC grants	ESC council tax support grant
new battery due 2023 010 AED		

## ITEM 7

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda.

**DC/20/5102/FUL** Land Off Ipswich Road, Brightwell – Change of use of land for siting of 35 static units, 20 touring caravan pitches and 10 yurts. Erection of office building and amenity block. Comments by 29<sup>th</sup> January. Case officer Rachel Lambert.

To **NOTE** any application decisions received

**DC/20/4229/FUL Violet Cottage, 5 Deben Lane** – Proposed rear single-storey dining room extension (existing conservatory to be removed). Application permitted.

**DC/20/4265/FUL Cadges Cave, Deben Lane** – Two-storey and single-storey extensions & alterations (following demolition of adjoining garage) and new detached garage. Application permitted.

**DC/20/4516/TPO Waldringfield Sailing Club, Cliff Road** – Lime T2 – to remove two lowest branches, one over sailing club, one on opposite side to balance tree, smaller branches over sailing club, reduce by half, crown lift to first major fork, all to reduce overshadowing. Oak in W2 – remove two lowest branches and major deadwood, to reduce risk to path and hut users below. Application refused.

**DC/20/4566/CLE Gorse Farm, Newbourne Road** – Certificate of Lawful Use (Existing), non compliance with condition 2 of E/3086/4. Application permitted.

To **CONSIDER** a response to the ESC consultation on its Historic Environment Supplementary Planning Document. Deadline 1<sup>st</sup> February.

*ESC 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](http://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.*

*What happens next?*

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

Contact Us  
Planning Policy and Delivery Team

# Waldringfield Parish Council

## Email

planningpolicy@eastsoffolk.gov.uk

## Tel

01394 444557 / 01502 523029

## Post

East Suffolk Council  
Planning Policy and Delivery Team  
Riverside  
4 Canning Road  
Lowestoft  
Suffolk  
NR33 0EQ

To **CONSIDER** a response to the SCC consultation on its 'Suffolk Design: Streets Guide' – part of the Suffolk Design initiative involving District and Borough planning authorities and the County Council working together to improve the design criteria and guidance for new developments across the county. Deadline 10<sup>th</sup> February.

Suffolk County Council has commissioned the production of Suffolk Design: Streets Guide, a new design guide to update existing guidance for new residential developments, and is asking members of the public for feedback in shaping the guidance.

The Streets Guide is part of the Suffolk Design initiative which is where District and Borough planning authorities and the County Council are working together to improve the design criteria and guidance for new developments across the county.

The guide seeks to draw together national policies, guidance and other best practice and set within the Suffolk context. It covers more than just technical standards for roads, as requirements for footpaths, cycleways, utilities, sustainable drainage are also set out.

In addition, the Streets Guide will assist with the development of local and neighbourhood plans.

The guide is not intended to be used to resist development. It is to guide designers and developers in drawing together proposals that they want to put forward.

Cllr Andrew Reid, Suffolk County Council's Cabinet Member for Highways, Transport and Rural Affairs, said:

"The Suffolk Design: Streets Guide sets out a different approach that focuses on the needs of all users rather than designing for motorised traffic first. By doing this, the opportunities for walking and cycling can be designed into and surrounding new developments and not treated as afterthoughts.

"The new guidance seeks to help designers and all local councils to understand and plan for streets that support sustainable travel, that are attractive places yet easy to maintain, and that reflect Suffolk's heritage and landscape."

Cllr Richard Rout, Suffolk County Council's Cabinet Member for Environment and Public Protection, said:

"I welcome this update to the existing guidance. Our streets function in many different ways, not just for cars to pass along or park. Streets are also places where people meet, where trees and other plants grow and how energy is conveyed for our homes and businesses.

"All these different elements need careful consideration as we look forward to a low carbon future and adapt to climate change."

The consultation is open until 5pm on Wednesday 10 February 2021. Members of the public can take part by visiting, [www.suffolk.gov.uk/suffolkstreets](http://www.suffolk.gov.uk/suffolkstreets)

## ITEM 8

# Waldringfield Parish Council

To **CONSIDER** a response to Natural England's proposals for improved access to the coast from Felixstowe Ferry to Bawdsey (part of the programme to establish a continuous walking route around England's coastline). Deadline for representations to the Secretary of State is 3<sup>rd</sup> February 2021.

*On Wednesday 9<sup>th</sup> December 2020 Natural England submitted its compendium of reports to the Secretary of State for Environment, Food and Rural Affairs setting out our proposals for improved access to the coast from Felixstowe Ferry to Bawdsey. These proposals form part of a programme to establish a continuous walking route around England's coastline, as set out in the Marine and Coastal Access Act 2009.*

*Only owners, tenants or occupiers of affected land may make an objection to the Secretary of State but anyone can make a representation to the Secretary of State about these proposals.*

*Further details about our reports can be found after 9am today, December 9th at [www.gov.uk/government/collections/england-coast-path-felixstowe-ferry-to-bawdsey](http://www.gov.uk/government/collections/england-coast-path-felixstowe-ferry-to-bawdsey)*

*By visiting the coastal access webpage for this stretch of coast you will find all the information you need including the following documents and forms:*

- *The Overview and 6 individual reports with accompanying maps*
- *The forms that must be used for making a representation or an objection*
- *Guidance notes to help you complete the form(s).*

*All representations and objections about any of the reports must be received by Natural England no later than midnight on Wednesday 3<sup>rd</sup> February 2021.*

*We cannot consider any responses received after this deadline.*

*If you have any queries regarding the process or require hard copies of either of the forms, then please get in touch by replying to this email.*

*The Secretary of State will make a decision about each individual report when all representations and objections relating to that report have been considered. Establishment of the new access arrangements on individual lengths of coast will not begin until that decision is made in relation to the relevant report.*

*Coastal Access Delivery Team – East  
Natural England*

The Clerk forwarded comments received from a resident.

## ITEM 9

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

An email was circulated by a resident on Waldringfielders regarding the river wall:

*'While out walking today along the river wall from the Manor end, we noticed that a number of holes have been created on the top of the path. On closer inspection the holes were the result of someone digging stones out to throw at the scrape (which is currently frozen) in an attempt to break the ice.*

*Although the holes are relatively small at the moment with more cold weather and rain to come the freeze/thaw action could accelerate the cracking and result in the breakdown of the wall. We would therefore suggest that if anyone sees this happening they advise the culprit/ culprits to stop doing it for all our sakes as the path is a real asset to the village.'*

The Clerk forwarded the message to the contact Trustee of Dairy Marsh Farm, for information.

## ITEM 10

# Waldringfield Parish Council

To **RECEIVE** updates on the playing field and to **CONSIDER** any quotations received.

*Further to your recent email I asked our sub-contractor to attend site and quote for outstanding remedial works identified during the latest Annual Inspection. I attach their recommended works specification and quotation.*

*I appreciate you asked for an 'itemised quotation' however hopefully you will appreciate that for such low value items it would be uneconomical for our contractor to attend to complete on a piecemeal basis.*

*Normally Norse require us to mark-up such sub-contractor invoices however, as a gesture of goodwill to acknowledge the problems we've encountered providing a consistent service in X's continued absence, I'd be happy to forgo and re-charge at cost price on this occasion.*

*I've checked with our operative who completes routine inspections and he is planning to get to Waldringfield before Christmas so I'll forward that report in the New Year. Whilst looking at the last routine inspection report I spotted that a second photo of rotting posts on the mound/bridge has incorrectly been attached to the stepping stones snake – apologies for this. I've asked for this to be corrected on his next inspection.*

## **Ref: Remedial Works at Waldringfield Play Space**

Outstanding work as of 3<sup>rd</sup> December 2020 is as follows :-

1. Cut back hedges at rear of swings, raise tree overhangs in various places reference report.
2. Clean matted areas, close or fill gaps as indicated.
3. Clean/treat 2 No. benches and 1 picnic bench set.
4. Replace/remove rotten logs on mound, 4 No.
5. Prepare/paint 2 No. goal posts green.
6. Prepare/paint see-saw and slide metal.

Total estimated cost for the above items is £750.00p plus VAT.

From Councillor Reid:

*As arranged some weeks ago, I yesterday met on site with a representative of Playdale, the playground equipment suppliers. When requested for a quote they asked to visit so as to better establish possibilities and installation costs. He said that, while if installed now the distance between the swing supports would have to be another 500mm, they looked in good enough order to last another ten years or so and were allowed as having been compliant when installed. He offered to quote for replacing the surface beneath them with the recycled rubber newly provided beneath the parallel bars, should be decide this to be necessary. He will also quote for supplying and installing a climbing jungle gym (as illustrated in the PC newsletter circulated last year) and also for a team or basket swing that will accommodate more than one child and is said to be enjoyed by all ages and by many who are disabled.*

*All this is for illustrative purposes to help us develop a medium to long term plan for the playing field and to contribute to the chicken and egg process of deciding on equipment and budgeting and raising funds.*

*He took measurements of the field and will be sending his design drawing and quotations by the end of the month. Such a setup would cost in the region of £20 - £25 K.in total.*

## **ITEM 11**

# Waldringfield Parish Council

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

11 January 2021 (2020-2021)

## Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
69	Training	18/12/2020		Unity Trust Bank		Refund of CILCA Registration	Society of Local Council Clerk	X	-350.00	0.00	-350.00
62	Post and telephone	28/12/2020		Unity Trust Bank		Delivery charge	SLCC	S	7.00	1.40	8.40
61	Stationery/Mileage/Etc.	28/12/2020	1817.11	Unity Trust Bank		Reference books	SLCC	X	166.50	0.00	166.50
63	Accounting, Website & Comp	31/12/2020		Unity Trust Bank		Banking service charge	Unity Trust Bank	X	18.00	0.00	18.00
64	Footpath Maintenance	10/01/2021		Unity Trust Bank		Signage	Safety Signs for Less/Value P	S	14.75	2.95	17.70
65	Accounting, Website & Comp	10/01/2021		Unity Trust Bank		Annual Subscription	Amazon (via Rebecca Todd)	S	44.16	8.83	52.99
66	Stationery/Mileage/Etc.	10/01/2021		Unity Trust Bank		Printing supplies	Viking Direct (via R. Todd)	S	22.88	4.58	27.46
67	Post and telephone	10/01/2021		Unity Trust Bank		Postage	Rebecca Todd	X	4.56	0.00	4.56
68	Salaries	10/01/2021		Unity Trust Bank		Salary	Rebecca Todd	X	491.28	0.00	491.28
70	Accounting, Website & Comp	11/01/2021		Unity Trust Bank		Zoom video conferencing	Zoom Video Communications	S	11.99	2.40	14.39
<b>Total</b>									<b>431.12</b>	<b>20.16</b>	<b>451.28</b>

Page 1

10 January 2021 (2020-2021)

## Waldringfield Parish Council Uncashed payments/transfers out (All banks) (Upto 10/01/2021)

Voucher	Date	Cheque No.	Description	Total	Bank
64	10/01/2021		Signage	17.70	Unity Trust Bank
65	10/01/2021		Annual Subscription	52.99	Unity Trust Bank
66	10/01/2021		Printing supplies	27.46	Unity Trust Bank
67	10/01/2021		Postage	4.56	Unity Trust Bank
68	10/01/2021		Salary	491.28	Unity Trust Bank
<b>Total</b> .....				<b>593.99</b>	

### Clerk's Expenses

Postage – £4.56  
 Microsoft Office 365 – £52.99  
 Printer Ink – £27.46  
 TOTAL = £85.01

# Waldringfield Parish Council

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

## Barclays statement

### Your Community Account

### At a glance

Date	Description	Money out £	Money in £	Balance £
	No transactions within the period			
31 Dec	Start Balance			1,245.63
31 Dec	Balance carried forward			1,245.63
	Total Payments/Receipts	0.00	0.00	

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

#### 01 - 31 Dec 2020

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

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

## Unity Trust statement (downloaded)

### Statement 9 from 05 Dec 2020 to 31 Dec 2020

Date	Description	Serial No	Debits	Credits	Balance
05Dec2020	Brought forward balance			10,080.59	10,080.59
10Dec2020	B/P to: IAN KAY		(14.39)		10,066.20
10Dec2020	B/P to: SCL LANDSCAPE		(144.00)		9,922.20
18Dec2020	SOCIETY OF LOCAL C			350.00	10,272.20
29Dec2020	B/P to: SLCC Enterprises		(174.90)		10,097.30
29Dec2020	B/P to: R C TODD		(491.28)		9,606.02
31Dec2020	Service Charge		(18.00)		9,588.02

Page Generated at 17:48 on 10 Jan 2021

# Waldringfield Parish Council

10 January 2021 (2020-2021)

## Waldringfield Parish Council

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

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

	<b>Bank Reconciliation at 10/01/2021</b>		
	Cash in Hand 01/04/2020		11,732.32
	<b>ADD</b> Receipts 01/04/2020 - 10/01/2021		18,977.25
			30,709.57
	<b>SUBTRACT</b> Payments 01/04/2020 - 10/01/2021		12,573.22
<b>A</b>	<b>Cash in Hand 10/01/2021</b> (per Cash Book)		<b>18,136.35</b>
	Cash in hand per Bank Statements		
	Cash 31/12/2020	0.00	
	Unity Trust Bank 31/12/2020	9,588.02	
	Ipswich Building Society 31/12/2020	7,896.69	
	Barclays Community Account 31/12/2020	1,245.63	
			<b>18,730.34</b>
	Less unrepresented payments		593.99
			18,136.35
	Plus unrepresented receipts		0.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>18,136.35</b>
	<b>A = B Checks out OK</b>		

# Waldringfield Parish Council

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

10 January 2021 (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	
<b>SUB TOTAL</b>		<b>18,296.00</b>	<b>17,639.87</b>	<b>-656</b>			<b>-656</b>	

### B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,777.00	4,415.08	1,362	1,362
2	PAYE/NI							
3	Stationery/Mileage/Etc.				250.00	204.67	45	45
4	Post and telephone				80.00	27.67	52	52
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	114.00	386	386
12	Election Costs							
40	Accounting, Website & Computing				450.00	202.10	248	248
42	Professional Services				250.00		250	250
<b>SUB TOTAL</b>					<b>9,028.00</b>	<b>6,117.26</b>	<b>2,911</b>	<b>2,911</b>

### C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Grass cutting (field)				780.00	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	427.55	-28	-28
41	AONB Grant Payments							
<b>SUB TOTAL</b>					<b>2,780.00</b>	<b>4,009.36</b>	<b>-1,229</b>	<b>-1,229</b>

# Waldringfield Parish Council

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

10 January 2021 (2020-2021)

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

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	General Grants				400.00		400	400
22	Church Field				400.00	400.00		
23	Village Hall LGA				500.00	500.00		
24	All Saints Church				750.00	750.00		
25	WildlifeGroup				100.00	100.00		
<b>SUB TOTAL</b>					<b>2,150.00</b>	<b>1,750.00</b>	<b>400</b>	<b>400</b>

### F - Miscellaneous

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

### Summary

<b>NET TOTAL</b>	<b>18,296.00</b>	<b>17,639.87</b>	<b>-656</b>	<b>13,958.00</b>	<b>11,876.62</b>	<b>2,081</b>	<b>1,425</b>
V.A.T.		1,337.38			696.60		
<b>GROSS TOTAL</b>		<b>18,977.25</b>			<b>12,573.22</b>		

To **APPROVE** an extra signatory on the Unity Trust bank account.

To **APPROVE** the terms of the Clerk's contract, relevant to holiday entitlement.

## ITEM 13

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

Various emails were forwarded to councillors:

- \*ESC Cabinet Members & Outside Bodies Report
- \*Community Action Suffolk news.
- \*Details of Felixstowe Peninsula Community Partnership Grant Programmes.
- \*Sizewell C Town and Parish Council Event notes.
- \*ESC press release 'Council urges Government to enable green changes':  
*Please see the attached press release about the East Suffolk Environment Task Group and the Greenprint Forum writing to relevant government departments as they continue to push for local councils to be provided with the framework, systems and resources to enable green changes.*
- \*ESC CIL Spending & Reporting:

A report (with appendices) produced by ESC about CIL/S106/RAMS.

From the Clerk: *'The Infrastructure Funding Statement makes for interesting reading, specifically the Infrastructure List. Lots of references to Brightwell Lakes s106. I note that the provision of allotments and a community orchard is only listed as 'desirable' in the short-medium term. A public art scheme is also just 'desirable'. There is reference to general rights of way improvements and bridleway 6 improvements.'*

# Waldringfield Parish Council

- \*ESC Financial Strategy report.
- \*Information from the Clerk:

*At the Clerks' Networking on Friday, I enquired if anyone had experience with declaring a climate emergency. Haverhill PC has a draft action plan and draft policy, and is interested in having a forum of PCs to discuss issues. I can't see any reference on their website <https://haverhill-tc.gov.uk/aboutus/>*

*Stradbroke has a climate change working group, although I can't see anything on their website: <https://www.stradbrokepc.org/committees-working-parties>*

*NALC has a lot of information on its website: <https://www.nalc.gov.uk/our-work/climate-change> You will probably need to login.*

*There is a free webinar on the SALC website: <https://www.salc.org.uk/training-2/webinars/>*

- \*SALC bulletins.
- \*Rural Bulletins.
- \*Rural Bulletin Funding Digest.
- \*Latest edition of the East of England Local Government Association newsletter.
- \*AONB monthly update.
- \*Various Covid updates.
- \*ESC Report – Judicial Challenges of Planning Decisions, Review & Lessons Learnt.
- \*Update Guidance for Play Areas and Outdoor Gyms January 2021.
- \*Press release: 'PCC proposes more officers for the county through policing precept'.
- \*Business grant information.
- \*ESC press release 'Have your say on Council's budget priorities'.
- \*ESC Report – Capital Programme.
- \*Details of a consultation on the Sunnica Energy Farm (Cambridgeshire).
- \*Disability Forum minutes and agenda of the next meeting on 12<sup>th</sup> January.
- \*Covid-19 vaccine information and support available from ESC Communities Officer.

A resident contacted the Clerk to advise her they had reported (to Police) ongoing motorbike noise and activity at the quarry.