



Waldringfield Parish Council

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1851 Minutes of the Parish Council Meeting held on Tuesday 13th April 2021

In attendance (via video conferencing): Councillors Kay, Elliot, Gold, Lyon, Reid, Archer, Quick, Doyle and Beaumont; 5 members of the public

Clerk: Rebecca Todd

1. To **RECEIVE** apologies for absence – SCC Cllr O'Brien.
2. To **RECEIVE** declarations of interest – Cllr Archer non-pecuniary interest in item 6 (High River View), as a friend of the owner.

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

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

No matters were raised during this part of the meeting; Cllr Kay invited residents present to speak under individual agenda items.

3. To **RECEIVE** reports from SCC Cllr Patricia O'Brien, ESC Cllrs Melissa Allen & Richard Kerry and Suffolk Police. SCC Cllr O'Brien's March report (previously circulated) was noted. Cllr O'Brien is in the purdah period but will not be standing for re-election. In her absence, WPC councillors thanked Cllr O'Brien for her many years of service. ESC Cllr Kerry's housing report was noted. Cllr Reid welcomed news of the provision of additional affordable housing. The Police information found by the Clerk was noted.
4. To **APPROVE** the minutes of the Extraordinary Parish Council meeting held on **23rd March 2021**. Cllr Kay proposed acceptance, seconded by Cllr Elliot and agreed by all who had been in attendance.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meetings held on **9th March & 23rd March 2021**. Actions were noted (see Supporting Documents). Waldringfield Sailing Club thanked WPC for its grant, which will help to maintain the river wall.
6. To **CONSIDER** Planning Applications for **COMMENTS**.

DC/21/1201/VOC Church Farm, Mill Road, Waldringfield IP12 4PY – Variation of condition no.3 of C/12/0287/FUL – erection of replacement dwelling and conversion of barn to provide an additional dwelling together with associated change of use of land to garden. Existing caravan and lean-to structures to be removed. Case Officer Grant Heal. Comments by 16th April. The Planning Group's notes were displayed to councillors. Cllr Elliot advised that several VOCs have been submitted since consent was given for the site in 2012. The Planning Group believed the current iteration of barn 1 (part of the VOC, due to new drawings being submitted) to be unlike a traditional barn in design; previous applications have shown a more sympathetic approach. Cllr Elliot highlighted the Conservation Officer's comments about the farm buildings being of historic and landscape value, as they formed part of the settlement that developed around the church. The Planning Group recommended that WPC strongly objects to the application.

The new design shows a gable end fronting Mill Road, which has a significant amount of glazing; this was shown on screen. Councillors noted the balcony behind the garage which will be visible from the road, as well as a dormer window and the fenestration in the gable end. Cllr Reid commented that the balcony will be a dominant and visible feature. The Planning Group thought some statements in the Design & Access Statement to be misleading, referring to a feature which was never approved, as it was superseded. The Planning Officer did not specify any 'creative licence'. The Planning Group's comments highlighted a number of policies that the application is contrary to, including light pollution, landscape character and historic environment, design quality and development in the countryside (since the property is outside the village envelope). Cllr Elliot suggested the barn's design does not sit well against the granary. Cllr Gold questioned whether the beams from the original barn, which was demolished, will be integrated.

The property's owner was welcomed to speak. They outlined their reasoning for the new design; they thought the previous design overpowered the granary and they believe the new, smaller design is more sympathetic and complementary, joining on a single storey. There is 5-7sqm less

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glass and the brickwork will match that of the granary. The resident pointed out that the building is in a dip and they wish to capture views of the surrounding fields.

Cllr Kay proposed acceptance of the Planning Group's comments and that WPC objects for the reasons given. This was seconded by Cllr Gold and agreed by all councillors. Cllr Kay clarified to the applicant that WPC is a consultee but the decision will be made by ESC.

DC/21/1461/LBC Church Farm House, Mill Road, Waldringfield IP12 4PY – Listed Building Consent: Alterations to allow the building to be used as a single dwelling. Case Officer Grant Heal. Comments by 21st April. Cllr Elliot clarified that the application is only for internal changes, to allow two access points between the buildings. Cllr Reid commented that the conservation report was very thorough. He proposed that WPC makes no objection to the application, which was seconded by Cllr Lyon and agreed by all councillors.

DC/21/1460/TPO High River View, Cliff Road, Waldringfield IP12 4QL – TPO SCDC 191:2005 T7 Oak 30% reduction, T8 Sweet Chestnut 30% reduction, remove deadwood and crown lift both trees up to 3-4m. To reduce shading and reduce loading on branches. Case Officer Nick Newton. Comments by 19th April. Cllr Elliot said the Planning Group was concerned by the lack of detail and recommended WPC objects to this application. This view was also supported by the village Tree Warden. There is no clear indication of what is to be removed, nor details of the protection for the trees during construction. The Tree Warden has said that permission is not required to remove dead wood, however, Cllr Elliot highlighted the proposed reduction and crown lift is significant. Cllr Kay displayed an aerial shot to illustrate the scale of the trees and advised others that they can be seen from Cliff Road. Cllr Gold said the trees shield the view of the house. Cllr Elliot suggested there should be reassurance of the tree protection to be used, due to the separate planning application for alterations to the house (the two are related).

The applicant was welcomed to speak. They said that the DC/21/1382/FUL extension will not be near the trees. There is provision to store building materials away from the trees during works. Cllr Elliot suggested this should be captured in the application. The applicant said a tree surgeon had advised the tree as it stands would come down in a storm, which is why a reduction had been proposed. Cllr Kay questioned whether the reduction was excessive. After some discussion, the applicant suggested they will change the proposed reduction to 10%. Cllr Kay suggested that WPC could recommend approval if the application were to be modified to reflect a 10% reduction (if the Planning Officer is minded to approve).

DC/21/1382/FUL High River View, Cliff Road, Waldringfield IP12 4QL – Alterations and extension to existing house. Case Officer Danielle Miller. Comments by 20th April. Acceptance of the comments of the Planning Group (to object to the application in its current form, due to a lack of clarity regarding the trees) was proposed by Cllr Lyon, seconded by Cllr Kay and approved by other councillors (with Cllr Archer abstaining).

DC/20/5128/FUL The Old Post Office, Sandy Lane, Waldringfield IP12 4QY – 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 14th April. Cllr Elliot clarified that WPC had already responded to the original application; new drawings have been submitted. The overall massing and roof ridge height have been reduced but the bedroom window is now in the roof so has not been lowered. The Planning Group still expressed concerns of overlooking of the neighbouring property. Cllr Elliot questioned whether the window could be moved to the side of the building.

The owner of the neighbouring property was welcomed to speak. They expressed concerns about overlooking of their property and the impact of this. Views from the proposed bedroom window would be of their door, into the house and into the garden. The resident shared a drawing and photo with councillors. Cllr Reid voiced that the window seemed intrusive. The resident advised that another neighbouring property had been required to use obscured glass. There was some discussion about possible solutions to the overlooking from the bedroom window, including a suggestion of a higher sill height. Cllr Kay said that it is not for WPC to propose solutions but acknowledged there were possibilities. Cllr Gold proposed that WPC recommends refusal of the application, which was seconded by Cllr Quick and agreed by all councillors.

With agreement from all councillors, item 7 was brought forward for discussion at this point.

7. To **CONSIDER** a response to BT's proposal to remove the payphone outside the Maybush Inn. Comments by 15th April to Jamie Behling (ESC Planning Department). The publican of the Maybush

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was welcomed to speak. They expressed concern about the possible adoption of the phone box outside the pub, having heard rumours about possible new uses which they felt might not be welcoming to all patrons, particularly as the box is the first thing to be seen upon entering the car park. Cllr Kay advised the publican that WPC had previously resolved to recommend that this payphone be kept in use, due to being essential in emergency situations, located near to the defibrillator. The publican said they would be happy to see the phone box kept in use, acknowledging the poor mobile phone signal in the area. Cllr Quick clarified that Greener Waldringfield had been considering other uses for a phone box in the village. Suggestions focused on use by and enhancement of the community, perhaps promoting the AONB, local walks and highlights of the landscape. The Clerk clarified that phone boxes could only be adopted by parish councils or local charities. Cllr Gold proposed that WPC recommends the continuing use of the payphone, which was seconded by Cllr Beaumont and agreed by other councillors (with Cllr Quick abstaining).

To **CONSIDER** adopting the payphone kiosk in Mill Road and the implications of doing so. Cllr Quick, representing Greener Waldringfield, provided an update to other councillors. GW is not in a position to adopt the box, due to not being listed as a charity. BT has advised that the box would need to be disconnected and moved to a different site. GW has been considering applying for an AONB grant; applications must be received by 17th May. There was some discussion about where the box could be moved. Cllr Elliot suggested this would have to be WPC land. Cllr Quick advised that GW had proposed sites on verges. Cllr Elliot said that WPC would have to take responsibility for the box and, therefore, would have to agree to a plan knowing that site approval would be forthcoming; the use of verges requires specific permission, due to potential risks.

There was some discussion about potential sites. Cllr Lyon suggested the Village Hall car park would prove unsuitable, due to limited spaces and risks associated with frequent movements into and out of the car park. Cllr Archer questioned whether space outside the car park would be suitable. Cllr Quick suggested a site near the post box in Village Way. Cllr Lyon suggested, due to complex discussions required, that a separate meeting may be called for. Cllr Elliot suggested that GW puts together a firm proposition for WPC. Cllr Quick advised that, as a representative of GW, she may enquire if an AONB grant may still be possible at this stage.

At this point, discussion of points under agenda item 6 recommenced.

- 6. To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda. It was agreed to consider a meeting date to discuss DC/21/1327/FUL & DC/21/1328/LBC The Old Maltings, The Quay, under item 8.

To **NOTE** any application decisions received. None.

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

To **CONSIDER** responses to the following East Suffolk Council consultations:

Sustainable Construction Supplementary Planning Document (preliminary consultation on the implementation of the Council's planning policies related to sustainable construction – short questionnaire about the scope and content). Comments by 26th April.

Community Infrastructure Levy (CIL) Charging Schedule (Initial Draft – consultation focusing on basic viability cost assumptions to help underpin the Schedule). This consultation also includes the initial Equality Impact Assessment, Habitats Regulations Assessment, Strategic Environmental Assessment and CIL Instalment Policy. Comments by 26th April.

Cllr Reid clarified that these are very preliminary consultations and WPC is likely to be consulted at a later stage. All councillors agreed that WPC would provide no response at this stage.

To **CONSIDER** a response to the dissertation survey sent by ESC'S Planning Manager. Councillors agreed that Cllrs Elliot and Gold would respond on behalf of WPC.

To **CONSIDER** a response to the survey sent by Theberton and Eastbridge Parish Council regarding the openness and transparency of East Suffolk Council's planning protocol. Anonymous results will be collated by SALC. Councillors unanimously agreed that WPC would not participate in this survey.

- 8. To **CONSIDER** rescheduling the May WPC meetings. Cllr Kay explained the current situation regarding legislation surrounding virtual meetings. There will be a hiatus when WPC can legally meet between 7th May and at least 17th May (the next planned relaxation step of Covid restrictions). Cllr Kay clarified that, under Standing Orders, WPC is not required to meet monthly. Councillors discussed the possibility of councillors attending face-to-face after 17th May, with members of the

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public attending virtually. Another possibility mooted was meeting outside (but this would be weather-dependent). Councillors agreed that virtual meetings had been beneficial, allowing residents as far away as the Azores to participate.

After discussion, councillors unanimously agreed to reschedule the planned May meetings (Annual Parish Council meeting followed by regular monthly meeting) to Tuesday 4th May. Applications DC/21/1327/FUL & DC/21/1328/LBC The Old Maltings to be discussed at this meeting.

To **AGREE** a date for the Annual Parish Meeting (to be held by Zoom no later than 6th May). After discussion, councillors unanimously agreed to schedule the meeting to 5th May. It was decided that the meeting would be very brief, primarily to fulfil the legal requirement to meet before 1st June. Councillors hoped that villagers would be able to get together for a more comprehensive meeting later in the year, when presentations could be heard.

To **CONSIDER** whether to delegate additional functions to the Clerk, in the event of being unable to meet. Cllr Kay proposed that additional functions be delegated to the Clerk, should the need arise (in particular in order to respond to planning applications within the consultation period), which was seconded by Cllr Reid and agreed by all councillors.

9. To **CONSIDER** a response to the Government consultation: Local authority remote meetings: call for evidence. Comments by 17th June. Councillors unanimously agreed the necessity for legislation to permit the continuance of remote meetings. Cllr Kay volunteered to draft a response, which he will circulate for agreement. Cllr Reid proposed that the Secretary of Statement for Local Government be copied in on the response, along with the Attorney General and WPC's MP (Therese Coffey).

10. To **CONSIDER** signage for the beach bins. Cllr Kay displayed two solid metal signs which had previously been purchased but not mounted. Councillors felt that they were now redundant, due to their reference to a bin at the bottom of the steps near the Sailing Club, which is no longer in place.

Cllr Quick had been approached by someone suggesting that rubbish could be further divided between more bins in the compound. Councillors agreed that this was not practical. Cllr Lyon said that rubbish in the two types of bins is already muddled; the recycling bins have been contaminated. Tony Lyon and John Smith have tried to mitigate the situation by moving the grey bins closer to the road. Cllr Gold had observed someone with a carful of rubbish to unload.

Cllr Quick displayed a sign she thought would work well as a deterrent, with a puffin with a mouthful of rubbish. The Clerk advised that similar signs had been erected by Cllr Reid. The Keep Britain Tidy website has a variety of designs (the Clerk will send a link).

Cllr Reid advised the Clerk that the Playing Field bins do not appear to have been emptied for several weeks. One of them is a Glasdon design which is missing the key, however, Norse should be able to access (the Clerk will contact Norse).

11. To **RECEIVE** and **CONSIDER** updates on the provision of allotment sites in Waldringfield. Cllr Elliot had spoken informally to the Clerk of Newbourne PC, regarding possible land available in Newbourne. The Clerk is aware of a number of properties with land which is not in use and she will try to ascertain if there is any interest in renting out the land for allotments.

Cllr Kay displayed a map to councillors showing possible sites in Waldringfield previously suggested. Cllr Quick had paced out some of these sites. She highlighted one which is a strip of land that is largely inaccessible to farm machinery, however, Cllr Kay advised that the owner had previously rejected the idea of allotments in this location. Cllr Reid suggested that all of the potential sites' owners could be approached again, as it was some years ago since WPC had contacted them. After some discussion, it was agreed that the Clerk would contact a trustee of Dairy Marsh Farm, as the trust owns and manages a large amount of land in the village. The Clerk will enquire if any parcels of land of one acre or more would be available to rent for the full agricultural rate payable. She will invite the trustee to meet in person for a discussion. Cllr Reid suggested that, due to a considerable investment necessary to facilitate allotments (for example, the installation of water), a larger site would be preferable, to allow for possible expansion.

12. CLERK AND RFO REPORT

To **CONSIDER** and **APPROVE** applications for community grants, if any – none received in time for inclusion.

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list. This will include the annual renewal for SALC membership

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(£265.18). Acceptance was proposed by Cllr Reid, seconded by Cllr Elliot and approved by all councillors. Cllrs Reid and Archer will approve the online BACS payments.

To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation. After inspection, approval was proposed by Cllr Elliot, seconded by Cllr Reid and approved by all councillors.

13. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters. There was some discussion about the ploughing up of footpath 22, as the Clerk had received a complaint from a resident. Cllr Reid advised that the path had now been made good by the farmer. Cllr Gold advised that she will be meeting with a resident concerned about cycling near White Hall. A sign installed by WPC has been destroyed here. Cllr Kay believes there is a spare sign so will reinforce and install this.

Cllr Lyon advised the Clerk that there is badly damaged road sign on the bank outside Morven (20mph zone on one side, 30mph on the reverse). The Clerk will report.

14. To **RECEIVE** updates on the playing field. This will include **CONSIDERING** two quotation options from Playdale for new equipment. Councillors agreed to defer full discussion to the next scheduled meeting. It was agreed, in the meantime, that Cllrs Reid and Archer will get comparative quotes for the new equipment (similar specification to that supplied by Playdale). Cllr Doyle advised that there are grants available linked to mental and physical health improvement. Cllrs Reid and Archer will draft a rationale, explaining why the new equipment is needed, which should aid the grant application process. Cllr Doyle suggested that WPC might focus on providing a couple of items, perhaps a netting swing which would be good for children with special needs. Cllr Elliot believed it was advisable to get at least three quotes.
15. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan. Nothing was discussed.
16. To **CONSIDER** any correspondence received before the meeting – see separate list. Noted. The Clerk highlighted a resident's concerns about a lack of local public toilet provision; perhaps the matter could be discussed at another meeting.
17. **PARISH MATTERS** for the next meeting. Annual Parish Council meeting, followed by regular monthly meeting, on 4th May.

The Chair closed the meeting at 22.17pm.

REVIEW OF ACTION POINTS FROM THE MEETING

Planning Applications:

DC/21/1201/VOC Church Farm, Mill Road

DC/21/1461/LBC Church Farm House, Mill Road

DC/21/1460/TPO High River View, Cliff Road

DC/21/1382/FUL High River View, Cliff Road

DC/20/5128/FUL The Old Post Office, Sandy Lane

Cllr Elliot to forward responses to the Clerk to send to Planning.

Payphones – the Clerk to respond to Planning that WPC recommends the Maybush phone box remains operational. Cllr Quick to forward WPC's comments regarding the Mill Road box to Greener Waldringfield and update at a later meeting.

DC/21/1327/FUL & DC/21/1328/LBC The Old Maltings, The Quay – to be discussed at the WPC meeting on 4th May.

Dissertation Survey – Cllrs Elliot and Gold to respond.

Annual Parish Meeting on 5th May – the Clerk to send out details.

Government Consultation: Local authority remote meetings: call for evidence – Cllr Kay to draft a response for agreement by all councillors. Comments by 17th June.

Bins – the Clerk to send a link to Keep Britain Tidy signs to Cllr Quick. Further discussion about rubbish/bins to take place at another meeting. The Clerk to advise Norse that the bins require emptying in the Playing Field.

Allotments – the Clerk to contact a trustee of Dairy Marsh Farm, to enquire about possible land available.

BACS Payments – Cllrs Reid and Archer to approve.

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Signage – Cllr Kay to erect a replacement no cycling sign near White Hall. The Clerk to advise Suffolk Highways of the damaged speed sign in School Road.

Playing Field – Cllrs Reid and Archer to acquire further quotations and draft a rationale to support grant applications.

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 March Report

Not a great deal to report. SCC business goes ahead as usual, but differently. Holding meetings on 'zoom' and unless chaired well, meaning, for me, that members are not allowed to talk for too long!!

On February 11, SCC agreed its budget for 2021/22. SCC is increasing its planned spending in 2021/22 to £597.9m, £41m more than 2020/21. £15.3m will be spent to address its ongoing Covid-19 costs.

In 2021/22 General Council tax will rise by 1.99%, which represents an increase of £26.68 for a Band D property. There is a 2% rise in the Social Care Precept for 2021/22 as the council recognises the rising costs and demand for adult services; thus the overall rise for a Band D property will be £53.55. There are no proposed reductions in council services or personnel in 2021/22.

On January 29th SCC announced that it will install Automatic Number Plate Recognition (ANPR) cameras at its recycling centres. The cameras give an accurate count of vehicle numbers and also record the time spent on site. This will allow SCC to maximise site availability and to develop new and existing sites to better meet the needs of an increasing population. This will add to the improvements that were announced on February 3rd to expand and improve Foxhall recycling centre. The new design will provide queuing capacity within the site and better access from the highway. The raised level construction will improve the route to containers by removing the need for stairs. Construction will begin summer 2021 and be operational by autumn 2022. SCC intends to keep a service running, as much as possible, whilst construction takes place.

On February 23rd SCCs Cabinet confirmed its support for the creation of a new Freeport (Freeport East). The Freeport would cover both the ports of Felixstowe and Harwich as part of the Government's aim to create a number of Freeports across the country in order to hasten job creation, investment and international trade, post Brexit. A Freeport includes: secure customs zones and tax sites, business to be carried out inside a country's land border, different tax and customs rules apply.

Freeport East has several unique aspects that makes its bid for Freeport status particularly strong. This includes: global and regional connectivity (36% of all UK container traffic passes through Felixstowe), unrivalled international connections, particularly with Asia, strong connectivity to the Midlands and the North. The bid supports other national objectives such as development of new technology and the drive for clean energy. The Port of Felixstowe has strong research and development links with Cambridge and Essex Universities plus strong connections with the energy sector. Felixstowe Port recently won funding to trial a pilot 5G network.

Patricia O'Brien

East Suffolk Council

A report detailing the work of the housing department was forwarded by ESC Cllr Kerry.

Housing Directorate – Briefing from Councillor Richard Kerry – March 2021

Housing Maintenance

We continued to operate a reduced service during the Covid lockdown period, ensuring our tenants remain safe and secure in their homes by attending emergency repairs and essential servicing. This will ease on Monday 8 March when more routine repair and maintenance work will start once more, albeit with staff and tenant safety remaining as a priority.

Our staff continue to undertake works in void properties adhering to strict social distancing measures and restricted working numbers in each property. Essential welfare adaptations necessary to prevent

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hospital admission and expedite hospital discharges continue to be undertaken for all residents both Council tenants and in the private sector.

ESC has purchased a property in north Lowestoft to house rough sleepers, this project has been identified as a Council priority, and work is underway (including weekend working) to convert this to a 7-unit managed property for use at the earliest opportunity.

Housing Development

Whilst some of the construction industry has slowed down as a result of social distancing and material supply shortages, the Housing Development Team has taken this time to move forward previously stalled projects and prepare them for delivery in 2021 and beyond. January saw Planning Approval granted for the redevelopment of the former Post Office site to provide 9 new affordable homes. The Housing team also obtained planning permission for a new Council owned Supported Housing Unit in Lowestoft to house rough sleepers, this is being delivered by our own Housing Maintenance Team. Planning submission for a 61-unit PassiveHaus scheme in Felixstowe has recently been submitted and we anticipate this being determined by the Planning Committee in April / May. In addition to the new build programme, we have actively been seeking s106 opportunities to purchase more affordable housing where these align with the Council's development aspirations. We continue to work towards the ambition of carbon neutrality by 2030 through improvements to our existing housing stock and are concluding the initial investigations into an adaptable Minimum Energy Efficiency Standard (MEES) for ESC. The Team are looking to run a pilot retro fit refurbishment to test the proposed MEES and then evaluate other potential properties within the HRA stock for improvement.

Digital Transformation

On 1st February Housing launched a new online service for Housing Tenants. The service, called 'MyHome East Suffolk', will allow Tenants to view their Rent account, create statements, set up Direct Debits, update their tenancy information and exchange Messages with Officers in a secure environment. The service is fully mobile, allowing Tenants to access the service on their phone, 24 hours a day. It is also embedded into their MyEastSuffolk account, where they have a single point of access for all their Council services. This new service allows Tenants to 'self-serve' transactions with the Housing Service and will assist greatly during the ongoing pandemic. This is also a significant investment to enhance our service for our tenants in the longer-term. For vulnerable tenants, and tenants without access to technology, we will continue to deliver services via our traditional channels (our telephone contact centres and using paper-based forms). MyHome builds on the earlier implementation of innovative analytics software RentSense to better manage tenants' rent arrears and maximise rental income. In addition, Housing has established a new system of digital tenancy files, replacing the legacy system of paper files. In combination, these changes achieve significant digital transformation of our tenancy services, delivering customer benefits, operational efficiencies and financial benefits to East Suffolk Council. During 2021, further content will be added to MyHome, so that tenants can diagnose faults and schedule repairs appointments with the Housing Maintenance team.

Housing Needs

Next Steps Accommodation Programme

In July 2020, The Ministry of Housing, Communities and Local Government invited local authorities, Registered Providers, and their local partners to engage with the next stage of their COVID-19 Rough Sleeping response- the Next Steps Accommodation Programme (NSAP). This programme has made funding available to support local authorities and their partners and it includes capital funding for the provision of accommodation and associated long-term revenue stream to ensure people are supported in their new tenancies. ESC received confirmation from Homes England on 19th November 2020 that our bid had been successful, and our proposal is to deliver a seven-bed unit of supported housing in Lowestoft in partnership with Orwell Housing, who will lease the accommodation from ESC and provide management, care, and support. This provision will be directed at former rough sleepers who need a higher level of support before they are able to live independently and sustain a tenancy. The NSAP funding will enable us to deliver supported housing which rough sleepers and single homeless people can access and live in for up to two years, ensuring they have a roof over their heads and access all support required to ensure they do not need to return to the streets.

Planning Committee granted approval for the change of use application on 12th January 2021, and on 26th January 2021 Homes England confirmed our qualification as an Investment Partners for the Next Steps Accommodation Programme. Works on site are underway and completion will be by the end of June 2021. This project will allow some of the most vulnerable members of our community to access and

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sustain accommodation, which is suited to their needs, and offer housing solutions which are in line with the person's support and care needs and aspirations to live a relatively independent and 'normal' life.

Funding and future Bids

A further £15 million has been allocated to support the ongoing efforts to provide accommodation for rough sleepers during the pandemic. This scheme – called the 'Protect Programme' – will help areas that need additional support most during the restrictions and throughout winter. East Suffolk Council has submitted a bid, and this is currently being considered by MHCLG. If successful we will have to spend this funding within year and no later than the end of March 2021.

We are also in the process of co-producing the Rough Sleeping Initiative Bid for 2021/22 (RSI4) and this is due for submission on 12th March 2021. It is reassuring to know that Government is committed to continue to support this initiative and there will be no reduction in our overall RSI 2021/22 budget from 2020/21 (£698,447.93).

Housing Strategy and Enabling

In collaboration with planning policy colleagues, a process and policy for the spending of commuted sums has been produced. This is for internal guidance only. Housing Market Data Report has been completed to provide Members, Parish Councils and communities with an overview of the housing pressures in their areas. Work is underway to produce an 'Older Persons Housing Strategy' with consultation (virtual) beginning in the Spring 2021. Publication is expected Summer 2022. There will be a presentation to Parish Councils at the next PC forum with planning colleagues on the benefits and delivery models of affordable housing, including community led housing models. Further, more detailed seminars are planned for the Spring for wider community engagement.

Tenant Services

We continue to have a front-line service for Tenant Services officers, but home visits are only being conducted for essential purposes such as sign-up of new homes. All other queries are being handled by phone, email and letter. 'myHome East Suffolk' launched on 1st February and the roll out of this with tenants is progressing with 18 tenants signing up in the first week with only our corporate social media campaign. The tenants' magazine promotion will be landing on doorsteps in mid-February and leaflets will be in the tenants rent letter arriving early March to continue promotion of the portal.

Social Housing White Paper came out in November titled 'The Charter for Social Housing Tenants'. The Charter is in 7 Chapters each focussing on a different theme, such as safety or tenants voice. There is still an element of detail missing from the Charter but we will be working over the coming months to ensure we are working in line with it. 2020 has been a challenging year for social landlords and collection of rent. As a result of the pandemic more of our tenants have faced financial hardship, loss of their jobs and increased Universal Credit claims. Any court action was suspended for a significant part of the year and many landlords have faced increased rent arrears. Due to the implementation of predictive analytics we have been able to continue to reduce our arrears profile and had our best quarter 3 performance for 4 years.

Suffolk Police

The interactive crime map for February shows:

1 x 'Violence and Sexual Offences' on the Fishpond Road/School Road/Ipswich Road/Woodbridge Road crossroads

Link to the latest newsletter (link not working):

https://www.suffolk.police.uk/sites/suffolk/files/ceo_constables_county_april_-_online_0.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 9th March & 23rd March 2021.

9th March

Draft until signed

.....Chair / / 20

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SCC Report– Cllr O'Brien to forward. She will also try to find out more information about possible impacts due to the Freeport.

DC/21/0907/FUL Barrack Row, Fishpond Road, Waldringfield IP12 4QX – an Extraordinary Meeting to be held to discuss this application on 23rd March. DONE

SCC A12 Consultation – Cllr Kay to draft a response for circulation and agreement. Deadline is 19th March. DONE

WPC Climate & Ecological Emergency Strategy – Cllr Elliot to amend and circulate to other councillors for agreement. DONE

Climate and Ecological Emergency (CEE) Bill – Cllr Doyle to draft a letter in support of the bill and circulate to other councillors for agreement. DONE

Allotments – Cllr Kay to send a copy of the map of possible sites to other councillors (to remain confidential), annotating sites previously rejected due to lack of landowner support. Cllr Elliot to informally contact Newbourne Parish Council to ask if the smallholdings have been considered for allotments.

Grants – the Clerk to advise Waldringfield Sailing Club of the success of its application, and to contact SARS to advise that its application does not fulfil the criteria of the WPC grant awarding policy. DONE

BACS Payments – Cllrs Elliot and Reid to approve on Unity Trust Bank online account. DONE

Playing Field – Cllr Reid to conduct the April inspection. Cllr Archer to undertake improvements to the log area. The Clerk to ask for a quotation to remove the bench, and another quotation to replace it with a recycled plastic version. NOT PURSUED, AS CLLR REID INVESTIGATING A REPAIR The Playdale quotation for new equipment to be considered at the next meeting. AGENDA ITEM 14

WPC Planning Policy – Cllr Elliot to reword and send to the Clerk. DONE

23rd March

ESC Planning Team Dissertation Survey – the Clerk to circulate the document to all councillors for their consideration. DONE; DISCUSSION UNDER AGENDA ITEM 6

DC/21/0907/FUL Barrack Row – Cllr Elliot to draft a response for the Clerk to send to ESC Planning. DONE

DC/21/1238/FUL Cross Farm – Cllr Elliot to draft a response for the Clerk to send to ESC Planning. DONE

Annual Parish Meeting – a date to be agreed for a Zoom meeting to be held before 7th May (7 clear days' notice will be required). AGENDA ITEM 8

Parish Matters – to include discussion about rubbish bins and relevant signage. AGENDA ITEM 10

ITEM 6

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

DC/21/1327/FUL & DC/21/1328/LBC The Old Maltings, The Quay, Waldringfield IP12 4QZ – Alterations and extension to existing outbuilding to provide home office and secure storage with occasional use as an annex ancillary to main dwelling. Case Officer Eleanor Attwood.

The Clerk has asked ESC to clarify the expiry date for comments, as the consultation letter states 30th April but the Planning Portal states 7th May.

Waldringfield Parish Council

To **CONSIDER** responses to the following East Suffolk Council consultations:

East Suffolk Sustainable Construction Supplementary Planning Document and baseline evidence for the East Suffolk Community Infrastructure Levy Charging Schedule – Initial Consultations

East Suffolk Council is in the initial stages of preparing a new Sustainable Construction Supplementary Planning Document and a new Community Infrastructure Levy Charging Schedule for the District and is carrying out initial consultations from Monday 15th March to 5pm on Monday 26th April 2021.

Sustainable Construction Supplementary Planning Document (SPD)

The Sustainable Construction SPD will provide guidance on a range of topics including energy efficiency, renewable energy, water conservation, sustainable transport and use of materials, to support the implementation of the Council's adopted Local Plan policies.

The Sustainable Construction SPD will be a material consideration in the determination of planning applications and, once adopted, will replace the Renewable Energy and Sustainable Construction SPD (September 2013, which relates to the former Waveney Local Planning Authority area only).

This preliminary consultation asks what information should be included in the Supplementary Planning Document and a short questionnaire has been prepared.

East Suffolk Community Infrastructure Levy (CIL) Charging Schedule

A CIL Charging Schedule sets out the amount that certain kinds of development must pay to help contribute to the delivery of infrastructure in an area.

Preparation has begun on an East Suffolk CIL Charging Schedule and, once adopted, it will replace the two existing Charging Schedules, one covering the former Suffolk Coastal area and one the former Waveney area. This initial consultation focuses on the basic viability/development cost assumptions, seeking consultees' views to help underpin the preparation of a Viability Report, which will be a key evidence base for the CIL Charging Schedule. The Council is also consulting on the Initial Draft East Suffolk CIL Instalment Policy, which on adoption will replace the two existing CIL Instalment Policies.

Consultation information

At this early stage, the Council is consulting key stakeholders in particular (including developers, infrastructure providers and town and parish councils) as we are especially interested in your views on the proposed scope and content of the Sustainable Construction SPD, and the key viability/development costs to help underpin the CIL Charging Schedule (as well as the Initial Draft CIL Instalment Policy). However, anyone is welcome to comment. We are also consulting on the initial Equalities Impact Assessment, Habitat Regulations Assessment and Strategic Environmental Assessment of the Draft CIL Charging Schedule.

To view and respond to the consultation material, including supporting information (which includes), please visit www.eastsuffolk.gov.uk/planning-policy-consultations If you are unable to submit comments online you can email planningpolicy@eastsuffolk.gov.uk or write to us at East Suffolk Council, Planning Policy and Delivery Team, Riverside, 4 Canning Road, Lowestoft, Suffolk NR33 0EQ.

If you are unable to view the consultation documents online, you may request a paper copy of the consultation documents and SPD questionnaire free of charge by contacting us via the contact details provided above. Please note that if you wish to contact us via telephone, we are currently operating a voicemail service (due to all officers home-working). Please leave a message including your contact details and your call will be returned as soon as possible.

In addition to this, a special 'virtual' meeting has been arranged for parish councils to hear more information about the CIL Charging Schedule preparation process and the current consultation. The meeting will take place from 4-6 pm on Tuesday 13th April 2021, with a maximum of one attendee per parish council (due to meeting capacity limits). Please click here to register your attendance; you will receive a weblink to click to join the meeting.

Please submit any comments by 5pm on Monday 26th April 2021.

Waldringfield Parish Council

All comments received will be considered and taken into account when preparing the draft Sustainable Construction SPD and the draft East Suffolk CIL Charging Schedule. Public consultations on the draft documents are expected to take place during summer 2021.

To **RECEIVE** any other planning information.

The Clerk forwarded to councillors the Town and Parish Council Planning Forum slides March 2021.

To **CONSIDER** a response to the dissertation survey sent by ESC'S Planning Manager.

Document forwarded to councillors.

To **CONSIDER** a response to the survey sent by Theberton and Eastbridge Parish Council regarding the openness and transparency of East Suffolk Council's planning protocol. Anonymous results will be collated by SALC.

Documents forwarded to councillors.

ITEM 9

To **CONSIDER** a response to the Government consultation: Local authority remote meetings: call for evidence. Comments by 17th June.

<https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence/local-authority-remote-meetings-call-for-evidence#about-this-consultation>

Closes 12 weeks after 25th March = 17th June

Topic of this consultation: This call for evidence seeks views on the use of the current arrangements which have provided express provision for local authorities to hold meetings remotely or in a hybrid format during the coronavirus pandemic.

Scope of this consultation: This call for evidence seeks to understand the experience of local authorities in the whole of the UK regarding remote meetings. This includes authorities in England, Wales, Northern Ireland and Scotland.

ITEM 12

To **CONSIDER** and **APPROVE** items of expenditure, and sign cheques and arrange for approval of BACS accordingly – see separate list. This will include the annual renewal for SALC membership (£265.18).

Paid after 9th March, before year-end:

6 April 2021 (2020-2021)

**Waldringfield Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
78 Accounting, Website & Comp	31/03/2021		Unity Trust Bank		Banking service charge	Unity Trust Bank	X	18.00	0.00	18.00
Total								18.00	0.00	18.00

Bank interest received in 2020-21 financial year

12 April 2021 (2020-2021)

**Waldringfield Parish Council
RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
10 Bank Interest	31/03/2021		Ipswich Building Socie		Bank Interest	Ipswich Building Society	X	64.49	0.00	64.49
Total								64.49	0.00	64.49

To be approved (2021-22 financial year)

Draft until signedChair / / 20

Waldringfield Parish Council

12 April 2021 (2021-2022)

Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	General Grants	11/04/2021	1846.13	Unity Trust Bank		Grant s137/72 or s19 MAP76	Waldringfield Sailing Club	X	99.00	0.00	99.00
2	Membership Subs re LGA s11	11/04/2021		Unity Trust Bank		Annual Subscription	Suffolk Association of Local C	X	265.18	0.00	265.18
3	Repairs/Maintenance	11/04/2021		Unity Trust Bank		Lettering for School Road Signs	Amazon (via Tony Lyon)	X	5.94	0.00	5.94
4	Accounting, Website & Comp	11/04/2021		Unity Trust Bank		Zoom video conferencing	Zoom Video Communications	S	11.99	2.40	14.39
5	Salaries	11/04/2021		Unity Trust Bank		Salary	Rebecca Todd	X	491.28	0.00	491.28
6	Stationery/Mileage/Etc.	11/04/2021		Unity Trust Bank		Shredding	Bolton Recycling & Waste Ma	S	35.00	7.00	42.00
7	Stationery/Mileage/Etc.	11/04/2021		Unity Trust Bank		Stationery	Amazon (via Rebecca Todd)	S	3.59	0.72	4.31
8	Chairman's Expenses	12/04/2021		Unity Trust Bank		Gifts	Serena Gold	X	30.00	0.00	30.00
Total									941.98	10.12	952.10

Waldringfield Parish Council

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

March 2021 Reconciliation

12 April 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)

	Bank Reconciliation at 31/03/2021		
	Cash in Hand 01/04/2020		11,732.32
	ADD Receipts 01/04/2020 - 31/03/2021		19,041.74
			30,774.06
	SUBTRACT Payments 01/04/2020 - 31/03/2021		14,116.55
A	Cash in Hand 31/03/2021 (per Cash Book)		16,657.51
	Cash in hand per Bank Statements		
	Cash 31/03/2021	0.00	
	Unity Trust Bank 31/03/2021	7,485.70	
	Ipswich Building Society 31/03/2021	7,961.18	
	Barclays Community Account 31/03/2021	1,210.63	
			16,657.51
	Less unrepresented payments		0.00
			16,657.51
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		16,657.51
	A = B Checks out OK		

Waldringfield Parish Council

Budget summary 2020-21

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

12 April 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					(0%)
30	SCC Locality Grant		425.00	425				425 (N/A)
31	SCC Footpaths Grant	200.00	196.80	-3				-3 (-1%)
35	ES Enabling Communities Grant		375.00	375				375 (N/A)
36	Bank Interest	99.00	64.49	-35				-35 (-34%)
37	Grants and Donations		900.00	900				900 (N/A)
38	Advertising income	85.00		-85				-85 (-100%)
39	VAT Refund							(N/A)
44	CIL Funds	4,338.00	2,169.07	-2,169				-2,169 (-50%)
SUB TOTAL		18,296.00	17,704.36	-592				-592 (-3%)

B - Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Salaries				5,777.00	5,397.64	379	379 (6%)
2	PAYE/NI							(N/A)
3	Stationery/Mileage/Etc.				250.00	204.67	45	45 (18%)
4	Post and telephone				80.00	27.67	52	52 (65%)
5	Newsletter re 1972 LGA s142				400.00	236.60	163	163 (40%)
6	Village Hall hire				300.00		300	300 (100%)
7	Insurance				436.00	447.21	-11	-11 (-2%)
8	Membership Subs re LGA s111				400.00	410.95	-11	-11 (-2%)
9	Audit				135.00	158.00	-23	-23 (-17%)
10	Chairman's Expenses				50.00	19.98	30	30 (60%)
11	Training				500.00	114.00	386	386 (77%)
12	Election Costs							(N/A)
40	Accounting, Website & Computir				450.00	579.07	-129	-129 (-28%)
42	Professional Services				250.00		250	250 (100%)
SUB TOTAL					9,028.00	7,595.79	1,432	1,432 (15%)

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%)
15	Mole catching (field)				100.00		100	100 (100%)
16	Repairs/Maintenance				1,500.00	2,921.81	-1,422	-1,422 (-94%)
17	Footpath Maintenance				400.00	427.55	-28	-28 (-6%)
41	AONB Grant Payments							(N/A)
SUB TOTAL					2,780.00	4,009.36	-1,229	-1,229 (-44%)

Waldringfield Parish Council

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

12 April 2021 (2020-2021)

D - Grants - s137/72 & s19 MP/

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	General Grants				400.00		400	400 (100%)
22	Church Field				400.00	400.00		(0%)
23	Village Hall LGA				500.00	500.00		(0%)
24	All Saints Church				750.00	750.00		(0%)
25	WildlifeGroup				100.00	100.00		(0%)
SUB TOTAL					2,150.00	1,750.00	400	400 (18%)

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	18,296.00	17,704.36	-592	13,958.00	13,355.15	603	11 (0%)
V.A.T.		1,337.38			761.40		
GROSS TOTAL		19,041.74			14,116.55		

ITEM 13

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

There are ongoing issues with motorbikes in the quarry and on bridleways, as advised by a local resident, who has been in contact with the Police.

PROW have confirmed they will pay for the whole of footpath 12 (river wall) to be cut by WPC's contractor.

A member of Waldringfield Wildlife Group contacted the Clerk to enquire about the spraying of weedkiller around the trees in Village Way. Norse confirmed they do not spray weedkiller in Waldringfield. They suggested contacting SCC, who then redirected the Clerk back to ESC (who contract verge work to Norse). The Clerk is still trying to establish who sprayed the weedkiller in Village Way.

A resident reported (on 12th April):

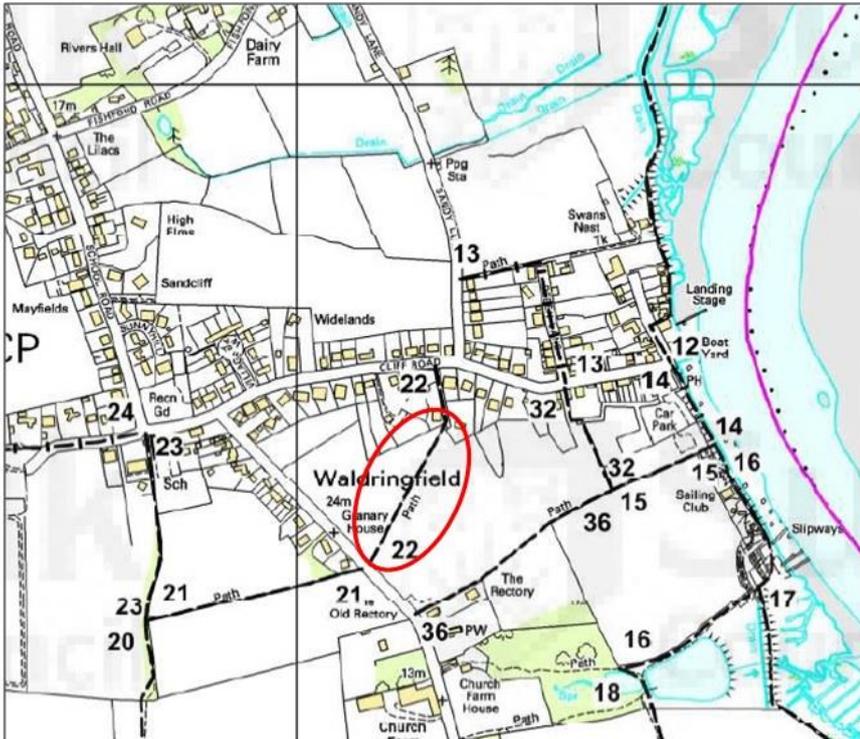
It was devastating to see and attempt to walk on the ploughed up footpath that leads from just off Cliff Rd to Church Field . It was an ocean of steep sided waves of sandy soil. Impossible apart from the hardy to negotiate it. Walkers were forced to walk around the field edge.

I understand our local farmer has a job to do as efficiently as possible but I do expect some consideration from him/them to take account that it is a regularly used footpath for resident walkers. The least that could be done if it has to be all ploughed up in one go is to flatten the footpath to a level terrain for access.

Waldringfield Parish Council

I understand that the footpath was maintained in such a way until a couple of years ago. I am not sure how correct that is but I would ask the parish council if they could raise this issue maybe with the landowner or via the footpath officer.

The Clerk understands this to be footpath 22.



From <https://www.gov.uk/guidance/public-rights-of-way-landowner-responsibilities#field-edge-and-cross-field-public-rights-of-way>

Field-edge and cross-field public rights of way

You must not cultivate (eg plough) footpaths or bridleways that follow a field edge. The minimum width you need to keep undisturbed is:

- 1.5 metres for a field edge footpath
- 3 metres for a field edge bridleway

You should avoid cultivating a cross-field footpath or bridleway. If you have to cultivate make sure the footpath or bridleway:

- remains apparent on the ground to at least the minimum width of 1 metre for a footpath or 2 metres for a bridleway, and is not obstructed by crops
- is restored to at least the minimum width so that it's reasonably convenient to use within:
- 14 days of first being cultivated for that crop
- 24 hours of any subsequent cultivation, unless a longer period has been agreed in advance in writing by the highway authority

ITEM 14

To **RECEIVE** updates on the playing field. This will include **CONSIDERING** two quotation options from Playdale for new equipment.

Sarah Shinnie (ESC Active Communities Officer) confirmed: '*...there's £8,120.87 in the play pot and £7,291.44 in the sport pot, Martlesham are currently doing a consultation and will be submitting an application for funds in due course possibly including the full amount in the sport pot which is shared with yourselves and Newbourne.*'

Cllr Reid forwarded the quotations to all councillors.

Option 1

Waldringfield Parish Council

Product Code	Product Name	Quantity	Unit Price	Total
	Option 1: Rubber Mulch			
JC/ITU/S	Jungle Climber - Ituri - SGF*	1.00	6,059.00	6,059.00
TTS	Timber Team Swing Frame Only with Shackles SGF*	1.00	1,399.00	1,399.00
SEAT8	Green Team Swing Seat & Chains for Team Swing Frame	1.00	1,049.00	1,049.00
SPI	Spinner	1.00	1,299.00	1,299.00
CGBL	Gravity Bowl	1.00	1,199.00	1,199.00
PBRM05	Green Bonded Rubber Mulch 1.6cfh (sqm installed). Installed onto a pre-compacted, free draining and level area (e.g. tarmac, concrete, or fully compacted stone/grass/soil etc)	53.00	75.50	4,001.50
PBRM07	Green Bonded Rubber Mulch 3.0cfh with 50mm shock pad (sqm installed). Installed onto a pre-compacted, free draining and level area (e.g. tarmac, concrete, or fully compacted stone/grass/soil etc)	70.50	133.80	9,432.90
DEL008	Removal of foundation spoil, pallets, packaging and general rubbish.	1.00	507.00	507.00
DEL010	Container for on-site storage	1.00	1,055.00	1,055.00
DEL011	Welfare Facilities	1.00	545.00	545.00
DEL0002M	Delivery & Installation	1.00	3,952.00	3,952.00
	Optional Extra: For Playdale to remove existing rubber tiles and edgings, install new timber edgings and lay new Rubber Mulch it will be an extra £6,213.00. Only to be ordered with this quote. Extra charges may occur if ordered seperately			
	N.B. Our quotation assumes a level, soft dig site. If foundation spoil, pallets, packaging & general rubbish can be dispersed on site, the cost for the removal can be disregarded. If welfare facilities and secure storage			

Waldringfield Parish Council

	<p>are available on site for use by Playdale Installers during installation, then the cost for these can also be disregarded.</p> <p>* Equipment positioning is subject to receiving service plans (gas/electric/water/phone etc) - Please visit www.linesearchbeforeudig.co.uk or consult your Playdale Area Sales Manager for further details.</p> <p>* The installation costs assume access to site across good ground conditions. Our Installation Team will endeavour to keep any disturbance of the area to a minimum whilst accessing the play area. Should remedials be required to this access ie. making good grass, further costs may be incurred.</p>				
		Less Discount	GBP 1,100.50		
		NET	GBP 29,397.90		

All the above prices are subject to VAT and are valid for a period of one month.

Please refer to our standard Terms & Conditions and our Additional Information.

Finance packages are available.

Waldringfield Parish Council

Option 2

Product Code	Product Name	Quantity	Unit Price	Total
	Option 2: Grasslok Tiles	0.00		0.00
JC/ITU/S	Jungle Climber - Ituri - SGF*	1.00	6,059.00	6,059.00
TTS	Timber Team Swing Frame Only with Shackles SGF*	1.00	1,399.00	1,399.00
SEAT8	Green Team Swing Seat & Chains for Team Swing Frame	1.00	1,049.00	1,049.00
SPI	Spinner	1.00	1,299.00	1,299.00
CGBL	Gravity Bowl	1.00	1,199.00	1,199.00
GRSL011	Black Grasslok Surfacing (30-150m2) Del & Ins	118.00	27.00	3,186.00
DEL008	Removal of foundation spoil, pallets, packaging and general rubbish.	1.00	507.00	507.00
DEL010	Container for on-site storage	1.00	1,055.00	1,055.00
DEL011	Welfare Facilities	1.00	545.00	545.00
DEL0002	Delivery & Installation	1.00	7,009.00	7,009.00
	N.B. Our quotation assumes a level, soft dig site. If foundation spoil, pallets, packaging & general rubbish can be dispersed on site, the cost for the removal can be disregarded. If welfare facilities and secure storage are available on site for use by Playdale Installers during installation, then the cost for these can also be disregarded.			

Waldringfield Parish Council

	<p>* Equipment positioning is subject to receiving service plans (gas/electric/water/phone etc) - Please visit www.linesearchbeforeudig.co.uk or consult your Playdale Area Sales Manager for further details.</p> <p>* The installation costs assume access to site across good ground conditions. Our Installation Team will endeavour to keep any disturbance of the area to a minimum whilst accessing the play area. Should remedials be required to this access ie. making good grass, further costs may be incurred.</p>				
		Less Discount	GBP 1,100.50		
		NET	GBP 22,206.50		

All the above prices are subject to VAT and are valid for a period of one month.
 Please refer to our standard Terms & Conditions and our Additional Information.
 Finance packages are available.

ITEM 16

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

Various emails were forwarded to councillors:

- *Community Action Suffolk news.
- *SALC bulletins.
- *Rural Bulletins.
- *AONB news.
- *SALC: East Suffolk south area forum summary notes.
- *Details of the joint East Suffolk SALC forum on 29th April.
- *Suffolk Coastal Disability Forum minutes and invitation to the next meeting on 13th April.
- *Local Government Association March bulletin.
- *The following ESC reports:

Covid Recovery Business Support Programme
 Parking Services: Recommendations From Scrutiny Committee
 Supporting the East Suffolk Visitor Economy (& Appendix A)
 Planning Policy and Delivery Update
 Planning Appeals Report
 Development Management Performance Report
 Planning Enforcement Report

- *Briefing on the Planning Process for Sizewell C: Update – March 2021
- *Information about EA3 ground investigation works.
- *Joint Local Authorities Group March newsletter (information about the Sizewell C application process).
- *Information about the launch of Automatic Number Plate Recognition (ANPR) cameras for speeding hot spots across the county (SCC in partnership with Police and Crime Commissioner and Suffolk Constabulary).

Waldringfield Parish Council

*Details about the EA1 Non-Material Change Application Consultation.

A resident asked if the 'Community Toilet Scheme' operates in Waldringfield. Upon investigation, the Clerk was advised by ESC that this scheme is not in operation anywhere. The resident expressed concerns about members of the public using the WSC toilets (which are for members only) and human excrement being found around the beach huts last summer.