



# Waldringfield Parish Council

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## Minutes of the Parish Council Meeting held on Tuesday 08 March 2022

**In attendance:** Councillors Kay, Lyon, Archer, Elliot, Beaumont, Quick and Gold  
ESC Councillor Richardson

**Members of the public : 1**

**Clerk:** Jennifer Shone-Tribley

Meeting opened 19:32pm

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1. To **RECEIVE** apologies for absence – ESC Cllr Kerry; Cllr Reid, Doyle,

2. To **RECEIVE** declarations of interest

Cllr Kay declared a non-pecuniary interest in DC/22/0495/FUL . Cllr Archer declared a non-pecuniary interest in DC/22/0670/FUL .

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

None received.

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

Member of the public advised they are interested in a planning application under Item 6; DC/21/2391/FUL . They requested to know if members of the public need to renew their objections to the application (caravan site). Cllr Elliot advised that there is a change to a drawing, and comments/objections can be raised against this. Cllrs reviewed the change and the member of the public agreed to comment under Item .6

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

Cllr Richardson advised there was nothing additional to the circulated emails and report to add. Clerk asked if there was anything he was requesting of the Council in terms of dates of meetings per his previous email. He advised no, the WPC meeting dates were very conducive to his schedule.

4. To **APPROVE** the minutes of the Parish Council meeting held on **22 February 2022.**

Motion to approve minutes: Proposed Cllr Kay , seconded by Cllr Elliot – all in favour

5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **08 February 2022**

**Planning:** Clerk to respond to 4 planning applications by deadlines **DONE**; Clerk to arrange extraordinary meeting to consider planning application DC/22/0223/VOC - Variation of Condition No. 2 of DC/21/4267/FUL **DONE**

**Brightwell Lakes** – Cllr Elliot to send email to Waldringfielders email group regarding the closure of the PROW **DONE 10.02.22**; Cllr Elliot to write an article for the Newsletter summarising the forum information **DONE**.

**Treebilee:** Tree Warden to collect Treebilee Oak tree – **DONE** Cllr Gold noted that the size of the tree indicates that watering would be required especially in the summer. Cllrs discussed the need – for agenda next

**Public Facilities** – Cllr Lyon to draft letter of enquiry to the Sailing Club Commodore.- **DONE**

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**Jubilee event** – Clerk to confirm adequate public liability coverage for picnic - Done; Cllr Lyon to draft Newsletter article- Done; Cllr Reid to send a pre-order email to Waldringfielders email ref: Jubilee mugs – in process (see Item 9)

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**BACS payment** – Cllrs Reid and Kay to approve Bacs payments - Done

**Internal Controls review** – Clerk to hold review meeting with Cllrs Lyon and Elliot. DONE – 01 March 2022

6. To **CONSIDER** Planning Applications for **COMMENTS**:

DC/21/2391/FUL | Change of use of land for siting of 31 static units and 12 touring pitches and ancillary facilities - re-submission of DC/20/5102/FUL. | Land Off Ipswich Road Brightwell Ipswich Suffolk IP10 0BJ **Planning Officer Rachel Lambert – Comments deadline 11 March 2022**

Cllr Elliot, on behalf of the planning group, advised that there is a new drawing submitted for consultation. It was noted to Councillors that earlier in the application process the EA response cited that a full survey was undertaken to advise how waste would be collected and sent to the main sewage system – ideally being connected to the main sewage system. The Council considered the submissions of the applicant to this requirement, where they claimed this was not a viable option considering evidence they produced. The WPC responded that this response noting a number of issues and objecting to the submission. The WPC objection to that response remained with no further comment, until the submission of this drawing.

Cllr Elliot explained this new drawing appears to the planning group to show an alternative way of managing the site waste. No pumping station is indicated, as was on previous drawings – and a holding tank is proposed, and a treatment plant area indicated. Cllrs noted detail is missing from this drawing - eg the capacity of the tank and how this related to the expected number of users or how draining from the site would get to the tank. Cllrs discussed such tanks in terms of households and noted that it remains unclear as to what the “tank” is in terms of waste collection and therefore how regularly the tank may require emptying. There are also no drainage routes indicated – so it is unclear how waste gets from the caravans/toilet block etc to the tank.

Also noted by the planning group was that there were a number of new, recent comments on the application – all in support of the application.

The planning group recommends objecting strongly and to continue to support the holding objection made by the EA as the contradictory information provided previously re the cost of main drainage has not been substantiated

Motion to respond as recommended by the planning group – Proposed :Cllr Kay Seconded Cllr Lyon – all in favour

DC/21/5740/DRC | Discharge of Condition(s) 18 (construction management plan), 28b (tree protection strategy), 29 (earthworks strategy plan), 45 (archaeological mitigation strategy), 57 (invasive species method statement) of DC/20/1234/VOC. | Land East Of Adastral Park Martlesham Heath Martlesham Suffolk – **Planning Officer Ben Woolnough – Comments deadline 09 March 2022**

Cllr Elliot presented on behalf of the planning group and noted this is unusual – Councils are not normally consulted on DRC’s – however, as we had been consulted – the planning group reviewed the documents submitted.

The planning group noted firstly, that Condition 18 related to the entire site – and these records relate only to E1 and E1A and would therefore not discharge the conditions.

The planning group noted that the construction management plan was very comprehensive – some noted items were - that food is made on site – mitigating worker waste; trucks will have

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tires washed before exiting mitigating the amount of dirt and mud on the road. The plan also provides for a complaints process should any of the measures fail. Cllrs welcomed these steps.

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The planning groups noted some concerns. Hours of work are stated as 7-7pm M-F and 7-1pm on Saturday. This seems to be a long period; with normal work hours for construction to be 8-6pm. While it is not fully understood – the planning group recommends noting the possible issue in the Council’s response.

Level of noise – while previously noted that there will not be significant plant traffic on the roads, there will be travel throughout the site by heavy plant. There are also very large items – boulders and concrete that will be used as hardcore for the site – but this will need to be crushed (on site). It was noted that the quarry has been crushing rock routinely for years and this is not heard often. There is a note in the document to suggest that noisy activities will be limited to reasonable hours – but these are not defined – so the planning group has recommended noting “noisy activities” to be limited to 8-6pm.

Motion to respond as above - Proposed :Cllr Kay Seconded Cllr Gold – all in favour

DC/21/5409/FUL | Construction of a pair of semi-detached dwellings (Existing Dwelling To Be Removed) | The Old Post Office Sandy Lane Waldringfield Woodbridge Suffolk IP12 4QY  
**Planning Officer Danielle Miller – Comments Deadline 09 March 2022**

Cllr Elliot on behalf of the planning group reviewed the background –including an existing permitted application to change the existing building. This was objected to – due to overlooking of a Sandy Lane property – and a re-design remedied these concerns and therefore the WPC withdrew objections.

There was a new application to demolish and re-build – but not in the existing footprint. WPC made a request to re-position the houses due to a number of concerns, including overlooking of a Sandy Lane property.

The new drawings provide a re-positioning of the proposed semi-detached dwellings. On the drawings they have been moved away from the boundary with 1 Sandy Lane and closer to Cliff Rd. This brings them in line with neighbouring properties and mitigates some of the issues re 1 Sandy Lane raised previously by the Council.

First floor rear elevation windows have been reinstated but any direct overlooking will be of the front garden of no 1 rather than the main sitting out area. At a push – there could be overlooking – but a direct view is over the front garden. There are no side windows – so there is no overlooking of the other adjacent property.

Recommendation is to either support the application or to have no objection. Cllrs discussed and noted the applicant has made efforts to address WPC concerns. Cllrs agreed to support the application.

Motion to support the application- Proposed :Cllr Archer; Seconded Cllr Quick – all in favour

DC/22/0495/FUL | The erection of two light industrial buildings (3 units) and the renovation of existing light industrial units at Chapel Works, Waldringfield Heath. Works to also include landscaping and hard standing for parking. 2 units are to be taken by the applicant M&C Engineering and 1 unit to be taken by Ascenda Engineering | Chapel Works Newbourne Road Waldringfield Suffolk **Planning Officer Danielle Miller – Comments deadline 18 March 2022**

Cllr Elliot presented the findings of the planning group who also visited the site. They advised that the applicant M and C Engineering owns the site. In addition to the golf course Clubhouse and parking lot.

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Initial observations made are that the site has been an “eyesore” for some years and refurbishment, or improvement would be welcome. It would be important, however, to ensure this is the correct thing for Waldringfield and specifically Waldringfield Heath.

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Reviewing the application, the planning group noted and reviewed with Councillors errors in the application they had noticed eg :the application suggests the quarry is still operating and the Martlesham Heath neighbourhood plan was referenced (although this is located in Waldringfield Heath) – and suggesting the golf course is still operational and being “maintained” among other issues discussed.

Noted also was Waldringfield Heath is in the country and outside the permitted development planning boundary. In addition, the site’s location on Newbourne Rd, places it opposite residential dwellings (despite being in the country) – some are immediately adjacent to the site.

National planning framework says that the social and economic benefits should outweigh the impact of the development and the planning group did not feel that there was a strong argument in this regard. There was no reference to employee numbers for example. The planning group was advised that the current owners will be re-locating their business and another business who are leaving their rented premises. This suggests a business rather than a community improvement reasoning for the application.

The planning group noted that this site sits within the AONB, and further is a prominent feature on Newbourne Rd coming to the road edge – so is essentially the gateway to the AONB. It was noted by councillors that other sites have had industrial units set back from the road to improve the street scene.

As noted, the planning group suggested that refurbishment of the existing units is desirable to the Parish, as the condition of the current buildings is not aesthetically positive. However there is no indication of what the renovation/refurbishment of the building will be. The planning group’s site visit indicated there would be night security lighting – solar powered, downward facing and motion sensed. The owner suggested they have been testing the adequacy of this at their existing site and are happy this can be undertaken. The hours of work are listed as 7am -8pm – work beginning at 8am – Mon-Fri – but the company will do emergency work on weekends as required for their clients. The planning group were pleased with the aspects.

Cllr Elliot reviewed the list of concerns raised by the planning group.

The block plan (was shown to councillors in the meeting) showed two distinct areas identified – existing building and a new build area (the areas it was suggested that “rubbish” from sites was placed in). Aerial view shows that parts of the site are actually golf course land. If this is the case – there should be a change of use as part of the application. Cllrs reviewed aerial photographs and the Ariel image 2 to examine this issue. It was also discussed that the AONB boundary began at Newbourne Rd, thus included this site.

The planning group ascertained that the new buildings will be sheet metal – which is also evident in the erection of boundary fencing and gates. In the planning statement it also shows a photo of the gate which is sheet metal. Cllr discussed that this is not an appropriate boundary for the AONB. Various mitigation were discussed (green paint, additional plantings etc) – but it is very visible and councillors were not convinced this would improve the situation sufficiently. Cllrs discussed whether the planning permission required for homes and erecting a front fence applied. Cllr Elliot recalls the planning committee efforts regarding the entrance to Brightwell Lakes – facing A12 (not the AONB) was a detailed process. Cllrs felt strongly this boundary treatment requires this type of consideration.

Cllrs discussed other industrial units in the vicinity and they had more aesthetically sympathetic entrances. All agreed the barrier and boundary treatment is not acceptable for the AONB.

The planning group also noted the issue of noise is going to be an issue as it is a residential location. One business is cutting metal with high velocity water (including runoff) then another

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fabricates it (assumption of banging and grinding). No addressing of noise mitigation or noise prevention methods have been provided.

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Also noted by the planning group is that Unit 1 is very close to Newbourne Rd – and immediately opposite is the row of houses on Newbourne Rd. It was discussed by councillors that this unit could move into the site further – and could then allow for planting that would assist in noise mitigation and increase the distance from the homes. The planning group noted that it is not determined who will occupy Unit 1 – or any of the new or refurbished units – so are unable to comment of the noise generation because of this.

The planning group reviewed the installation of the electricity sub station that was needed to supply the site. A very big old Oak tree was there and large swathes of planting - the Oak Tree and plantings were removed. The owner at the time of the site visit advised of restrictions for sub stations (no planting within 9m of the unit). Cllrs also suggested there are overhead wires and tree roots interfere with the substation wiring. This substation is not indicated on the plans for this development. Notable are the removal of this vegetation. Cllr Elliot noted that the Tree Warden was considering the environmental and arboricultural issues and would likewise be submitting a response.

The planning group could also find no reference to the storage/disposable of industrial consumables (hydraulic fluid, runoff, industrial waste etc). The proposed site notes concrete throughout and French drains collect runoff (soakaways are said to be the plan – but was not evident in the planning submissions). The planning group suggested that much more information required and perhaps more modification.

Cllrs also noted the large empty areas of the site are also a concern. The planning group recommended objecting to the application for the reasons outlined.

Motion to object for the reasons stated above– Proposed :Cllr Gold; Seconded Cllr Quick – 6 in favour – 1 abstention (Cllr Kay).

DC/22/0670/FUL | Proposed Extension and Internal Alterations | Widelands Cliff Road Waldringfield Suffolk IP12 4QL **Planning Officer – Grant Heal – Comments deadline 18 March 2022**

The planning group noted the proposed application site is now segmented from the land ownership. The plan was viewed by councillors at the meeting and noted the proposal now is only regarding a long driveway to a single dwelling on a part of the land at the at the end of the property. It leaves a great deal of space not included in the application and thus could have a negative impact on the street scene of not tended or landscaped.

They noted, in particular, that the standard of design of a new dwelling needs to be of a high standard and sympathetic to the area as it is in a prominent position and can be seen from the river and local PROWs and is within the AONB.

The planning group reviewed the designs for the proposed new build property. The planning group opined, and was agreed by all Councillors that the design of the proposed alterations will result in a very unattractive house. Cllrs noted 9 roof elevations, roof lines going in a mishmash of directions , few visible bones of original house - but those that are visible are rendered while the remaining structure are simply described a “boarded” with no more detail.

The Planning group recommended that the council object strongly to the application.

Motion to object strongly for reasons stated above - Proposed :Cllr Kay; Seconded Cllr Lyon – 6 in favour – 1 abstention (Cllr Archer).

DC/22/0648/FUL | Proposed Garden Room | Wayside Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL – **Planning Officer Grant Heal – Comments deadline 24 March 2022**

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Cllr Elliot presented the planning group's review of this application. The group noted that the previous applications have significantly extended the main house and added a garage. The size

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of the back garden is significantly reduced reduce by those very large extensions and the garage.

It was noted that the garden room has a footprint of 8m x 5m – eliminating a significant portion of the remaining garden.

The planning group recommend not supporting the application as the proposed development is too large and results in an overdeveloped plot.

Motion to respond as above – Proposed: Cllr Gold ; Seconded Cllr Kay– 6 in favour - 1 abstention (Cllr Quick)

Cllr Elliot and the planning group acknowledged the large amount of planning applications and the amount of time that reviewing these takes and that makes the business of the council run over or become delayed. There was a proposal that there be a maximum of 3 planning applications to consider at regular meetings, so that it does not hijack the agenda. Cllrs discussed and agreed that this should be considered on as an as needed basis, rather than formalising this as a process.

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

DC/22/0697/FUL | Proposed change of use (removal of occupancy condition) of a holiday cottage currently under construction to a residential dwelling for the occupation of a full time worker employed by Waldringfield Boat Yard, The Quay, Waldringfield, IP12 4QZ | Waldringfield Boat Yard The Quay Waldringfield Woodbridge Suffolk IP12 4QZ – **Planning Officer Grant Heal – Comments Deadline – 28 March 2022**

Planning group has advised that it is significant and requires a meeting to discuss. Clerk to arrange.

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

Variation of Condition No 3 of C/12/0287 – 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) – make changes and alterations to the previously approved replacement dwelling (Barn 1) – Church Farm Mill Road Waldringfield Woodbridge Suffolk IP12 4PY

Ref. No: DC/22/0101/VOC | Received date: Tue 11 Jan 2022 | **Status: Application Permitted** | Case Type: Planning Application

Noted by councillors.

To **RECEIVE** updates on Brightwell Lakes

No further significant comments.

To **RECEIVE** any other planning information.

**Email circulated to Councillors from Martin Price ref: DC/21/4922/FUL - Oaks Garage**

Cllr Elliot opined that this email was sent from a planning consultant employed by the applicant. The WPC looked at the application as submitted and reluctantly objected about the narrow driveways.

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After the WPC had submitted its response a representative of the applicant had indicated that the planning officer was minded to approve the application.

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The applicant has since been advised that evidence submitted regarding the attempt to sell the garage as a going concern needs to be resubmitted (this was undertaken in 2019 – and it needs to be undertaken again).

The email is asking the WPC to intervene to support the application going to the ESC Planning Committee.

The planning group advised that the WPC has already submitted its response to the application. If the design changes requested in the WPC response were reflected in new drawings and submitted by the applicant, WPC could review its position and may well be able to support the application. However, submission of an up to date marketing programme is an ESC planning application requirement for this type of change of use application, and that is not something that the WPC would be able to influence.

Cllr Richardson, who also received the email, was interested in our view of the application. Cllr Elliot on behalf of the planning group advised that the WPC had reluctantly objected – but should tweaks be made to remedy the concerns, we would otherwise have supported the application. WPC feels that unfortunately this is an ESC issue that needs to be addressed at that level.

Clerk to reply to Martin Price email referring to Cllr Richardson

**7. To **RECEIVE** updates on the photo post project**

Cllr Quick provided an update and advised that the Landowner has agreed to the installation. The landowners suggested there was a concern about where the sea wall and Sluice meet may cause a slip hazard. Cllrs discussed options to remedy this situation, and propose solutions next meeting

Cllr Quick also advised the Environment Agency has agreed their post can be used.

**8. To **RECEIVE** updates on regarding public facilities proximate to the waterfront/beach**

Letter to the Commodore has been circulated and agreed by Cllrs. Clerk to post.

**9. To **RECEIVE** updates from the Jubilee planning group**

Cllr Lyon advised that there have been meetings held to discuss the planning for the event. Posters and other materials are being organised by volunteers, a fancy dress has been agreed and things are moving forward.

Cllrs discussed the collection of mugs at the event. Cllrs opined this was perhaps not a good time or location for this and recommended other arrangements were made.

Cllr Reid in an email to Cllrs in his absence advised :  
The School has placed the order for the Jubilee mugs, with about 100 extra available for sale. The school will settle the selling price and Cllr Reid will agree with them the details of the flyer which will be along the same lines as in 2012.

**10. To **DISCUSS** and **APPROVE** location of Chat Benches**

Cllrs opined that the Playing field was an ideal location considering the families that are there, and the Chat Bench would be broadly used there. Large support for this and it was agreed by Cllrs that one should be placed on the playing field.

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Other locations were suggested such as Church Field and or opposite Mill Road were discussed.

It was felt that Waldringfielders email could seek ideas. Clerk to send an email requesting suggestions.

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- 11.** To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan:  
To **REVIEW** WPC Climate & Ecological Emergency Statement

Cllrs agreed to place on the extraordinary meeting agenda

To **CONSIDER** and **APPROVE** the Annual Risk Assessment.

Clerk reviewed that there are no major changes to the contents as there is no changes to the risks assessed.

Cllrs had no further comments or changes.

Motion to approve the Annual Risk Assessment – proposed by Cllr: Archer, Seconded Cllr Elliot – all in favour

To **CONSIDER** and **APPROVE** the Annual Review of Internal Financial Controls and the Internal Control Statement.

The Clerk reviewed that the document outlines the policies and controls in place and that the Internal Controls statements, verifies through review, that these controls are working as they should.

The Clerk thanked Cllrs Elliot and Lyon for their time in undertaking the review.

Motion to approve the Annual review of Internal Financial controls and the Internal control statement – proposed by Cllr: Kay, Seconded Cllr Beaumont – all in favour

To **APPROVE** the Asset Register.

Clerk advised the Assets (as at March) remain unchanged, with the exception of the Speed Guns kit. The Clerk updated Cllrs that they continue to be unaccounted for, however, the email from Cllr Richardson (circulated to Councillors in early March) advised that Speed Watch is now undertaken under the auspices of the Suffolk Police and physical ownership of this equipment is no longer required to operate the scheme. As they were purchased via grants from SCC and ESC, the Clerk recommended their removal from the Asset Register, and Cllrs agreed.

Cllrs requested that the Clerk continue efforts to locate the kit and arrange donation to the Suffolk Constabulary for use in the community speed watch programme.

Motion to approve the asset register removing the Speed Gun kit – proposed by Cllr Kay, Seconded Cllr Elliot – all in favour

**12. CLERK AND RFO REPORT**

To **CONSIDER** and **APPROVE** applications for community grants- See separate list

Cllrs requested details of the type of publication. Cllr Quick advised it was like a newsletter format. Distribution was discussed and noted as a full household distribution, with a quantity for new residents.

Motion to approve the grant request of £200.00 – proposed by Cllr: Elliot; seconded Cllr Lyon – all in favour

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

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Payments and Receipts details and invoices were reviewed and signed by Cllr Archer

Motion to approve payments proposed by Cllr Elliot, Seconded Cllr Quick – all in favour

Cllrs Archer and Kay agreed to authorise the BACS payments.

To **APPROVE** Clerk salary increase as proposed.

Approve increase to NALC SCP 11; and for applicable increase in scale values to be applied once approved.

Approve back pay for NALC SCP8 to new value once received for period -15 July 21– 15 Jan 22

Motion to approve clerk pay increase and back pay – Proposed Cllr Kay; seconded Cllr Elliot – all in favour

Approve back pay for (difference between old and new value of SCP once received) for the period the former Clerk was employed 01 April 2021 to 31 July 2021.

Motion Proposed – Cllr Kay; seconded Cllr Lyon – all in favour

Clerk to arrange payment to be made to former employee.

To **APPROVE** the annual renewal of the accounting package Scribe (£345.60 due 30 April 2022)

Authorised in payments by Cllrs.

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

Bank reconciliation reviewed and signed by Cllr Archer

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

**Correspondence received from Suffolk County Council** – Traffic Regulation Order: Parishes of Brightwell, Foxhall, Martlesham and Waldringfield – A12 and Surrounding Roads Our Ref: 61478

Correspondence was noted.

To **RECEIVE** updates on correspondence to AONB regarding signage for footpaths

Cllr Reid was absent and will update next meeting

14. To **CONSIDER** responding to public consultations: **East Suffolk Council – Review of Local Validation List**

Planning group will review this and circulate a proposed response to Cllrs and submit the consultation by 13 March 2022.

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

Cllrs discussed the issues raised by the MOP regarding the dog waste bins – and Cllrs agreed that there are bins needing replacement. Agreed 4 would be needed and would prefer plastic. Clerk to investigate and circulate to Cllrs. Agreed green would also be preferred colour.

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Correspondence from a member of the public regarding properties listed for sale to the Council – Cllr Elliot identified that the field next to Piggeries (9 acres) and the Piggeries itself are now for sale. Cllrs noted.

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A member of the public has notified Cllr Elliot that there is a dwelling-type vehicle that is parked on the Waller Trust land and is slept in – generally on the weekends, which is not permitted. Cllrs agreed to write to the owner of the vehicle to request its removal.

**16. PARISH MATTERS for the next meeting.**

**Arrangements for watering of the new Treebilee oak tree**

**Discuss second chat bench location**

## ACTION ITEMS

**Planning** Clerk to respond to 6 planning applications Clerk to arrange an extraordinary meeting to consider applications received. Clerk to respond to email from Mr. Price ref: Oaks Garage. Clerk to respond to Cllr Richardson’s request for our views on the application.

**Treebilee** – Clerk to send letter of thanks to James Lucy for collecting the Oak tree.

**Facilities on the waterfront:** Clerk to send agreed letter to Sailing Club

**Chat Benches** – Clerk to send email to Waldringfielders soliciting location suggestions for the remaining Chat Bench.

**Jubilee event** -Clerk to post approved letter

**BACS payment** – Cllrs Kay and Archer to authorise

**Bin Replacement** – Clerk to investigate and circulate costs to replace dog waste bins.

**Consultation Response** – Cllr Elliot to circulate response to the East Suffolk Council – Review of Local Validation List

**Correspondence** – Clerk to write to owner of camper van.

**Meeting closed 10:15pm**

## SUPPORTING DOCUMENTS MARCH

### ITEM 3

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

No February Ward Councillors Report

### Ward Councillors Report – March 2022

**We hope your assets survived the recent storms.**

**Mick as recently contacted you all regarding meetings and the clashes that occur, back in the SCDC days wards were smaller and less dates clashed, now it seems to be the opposite Full Council always meets the same day as Nacton PC, Cabinet clashes with Trimley St Martin PC, the list goes on.**

#### Taking action to address housing issues

The Council has undertaken an in-depth, four-month review of its Housing Landlord Service and is now taking steps, with the guidance of the Regulator of Social Housing, to resolve a number of outstanding issues which date back to 2014.

You can read the full statement at [www.eastsuffolk.gov.uk/news/council-taking-action-to-address-housing-issues/](http://www.eastsuffolk.gov.uk/news/council-taking-action-to-address-housing-issues/)

#### Oak trees distributed for 'Treebilee' celebrations

Two hundred oak trees have been distributed to communities across East Suffolk to plant in commemoration of the Queen's Platinum Jubilee

The Council purchased the trees to be donated to every town and parish council in the district – marking the occasion while helping to tackle climate change and promoting environmentally sustainable communities

#### East Suffolk Council budget approved

The Council's budget for the 2022/23 financial year has been approved, and as part of our commitment to improve the lives and outcomes of local people, finance has been approved for a range of different areas, including £3.35m for economic development and regeneration, £2.46m supporting and enabling communities and £2.39m for our housing services.

The budget also includes a further £428,000 to support our green agenda, as part of our pledge to be carbon neutral by 2030.

Read more at [www.eastsuffolk.gov.uk/news/essential-services-in-difficult-times-east-suffolk-council-budget-approved/](http://www.eastsuffolk.gov.uk/news/essential-services-in-difficult-times-east-suffolk-council-budget-approved/)

#### Honour Run returns

Honour Run is returning to Rendlesham Forest on Sunday 13 March to raise money for the Suffolk British Legion Poppy Appeal

Entries are now open for the 5km (all ages), 10km (12+) and half marathon (17+) routes, which people can choose to walk, jog or run.

This is a unique opportunity to run within MOD Woodbridge, and with some of the route on the historic runway, it's one not to miss.

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Spaces are limited and must be pre-booked at <https://frontrowtickets.co.uk/event/honour-run/>

## Relocation of Felixstowe beach huts to be considered

Planning Committee South will be considering an application for the relocation of beach huts which are temporarily housed on Felixstowe's promenade at its next meeting on 7 March.

The huts, for which the Council provides a site licence, were initially situated on the beach itself, however a combination of erosion and unpredictable conditions led to their temporary relocation for safety reasons.

Over the past three years, and in regular consultation with the beach hut owners, we have looked for new locations and thoroughly explored all reasonable options, including beach platforms. However, it is now clear that there is no safe option for their return to the beach and the temporary solution, which impacts on other users on the promenade, is not a viable permanent option.

We are therefore seeking approval for a number of smaller, safer sites and the Planning Committee will now consider whether consent should be granted for the huts to be moved to their new locations. However, should permission be refused, licences will reluctantly be terminated on the basis that no safe and viable location remains.

## Entries now open for second, award-winning Felixstowe Triathlon

The second Felixstowe Triathlon will take place this August Bank Holiday weekend.

Individuals and teams of all abilities can sign up to take part in the award-winning event, organised by Suffolk Tri with support from the Council and Felixstowe Town Council

Last year's inaugural race was named Large Event of the Year 2021 for the East Region in the Triathlon England awards has been shortlisted for the National Awards later this month.

People can sign up for the Sprint, Supersprint or Standard distance at [www.felixstowetriathlon.uk/](http://www.felixstowetriathlon.uk/).

## Recognising the best in design and conservation in East Suffolk

The winners of our 'Quality of Place Awards', which celebrates building design and conservation projects in East Suffolk, have been announced.

Nominations were judged on quality of design and detailing, quality of workmanship, use of materials and sustainability.

You can find a full list of the winners and highly commended entries at [www.eastsuffolk.gov.uk/news/annual-awards-recognise-the-best-in-design-and-conservation-in-east-suffolk/](http://www.eastsuffolk.gov.uk/news/annual-awards-recognise-the-best-in-design-and-conservation-in-east-suffolk/)

## Dates announced for markets in Beccles and Leiston

Two festival-style markets are taking place as part of the First Light Market Place project:

### Beccles 'Wild About Art' market takes place tomorrow (5 March) between 10am – 2pm

The market will be a family-orientated, celebratory event based around art in all its forms. Located mainly within the New Market area of the town, the centre piece will be a set of three life-size marsh ponies created by local artists Sarah Cannell, Rachael Long and Andy Jarrett. A family walking trail linking the three ponies with 12 other hand-crafted ponies and 50 smaller ones will take place across the town. In addition, there will be a makers' market, hands-on family activities and street

# Waldringfield Parish Council

entertainment as well as locally-sourced food and drink, all creating a mini festival feel to attract local as well as out-of-season visitors.

## **The 'Discover Leiston' market takes place on Saturday 26 March between 10am – 2pm**

The market will celebrate the opening of the new Church Community Garden and include a number of eclectic musical performances, a makers' market, plants and vintage stalls as well as antiques and crafts stalls hosted at the Long Shop Museum. Street entertainers, Dance

## **Bold new beach huts reach next stage of construction**

Work to build contemporary new beach huts on Lowestoft's South Beach has taken a step forward with the delivery of materials for the huts themselves

The first delivery of components for the huts arrived on 10 February and for the following 7 weeks, deliveries are being made every Thursday and Friday, followed by offloading the following Monday

Read more at [www.eastsuffolk.gov.uk/news/bold-new-beach-huts-reach-next-stage-of-construction/](http://www.eastsuffolk.gov.uk/news/bold-new-beach-huts-reach-next-stage-of-construction/)

## **Surveys and consultations**

We are currently running one survey and, as always, we want to encourage participation as feedback from people in East Suffolk is invaluable and helps us ensure we're making the right decisions for our communities.

- **Community Partnership Survey**

Residents in the Melton, Woodbridge and Deben Peninsula Community Partnership are invited to take part in a survey to help the development of the Partnership at

[www.eastsuffolk.gov.uk/features/melton-woodbridge-and-deben-peninsula-community-partnership-survey/](http://www.eastsuffolk.gov.uk/features/melton-woodbridge-and-deben-peninsula-community-partnership-survey/)

Mick – email

[michael.richardson@eastsuffolk.gov.uk](mailto:michael.richardson@eastsuffolk.gov.uk)

**Telephone No:**

01502 523521

**Work Telephone No:**

07810 816018

Richard

Email:

[richard.kerry@eastsuffolk.gov.uk](mailto:richard.kerry@eastsuffolk.gov.uk)

**Mobile Telephone No:**

07903 301075

**General info update / suggestion – email sent by Cllr Richardson** circulated to Cllrs.

## **Suffolk Police –Crime Data**

No new crime data at time of writing – last reported December 2021.

# Waldringfield Parish Council

## ITEM 5

**5. MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held on **08 February 2022**

**Planning:** Clerk to respond to 4 planning applications by deadlines **DONE**; Clerk to arrange extraordinary meeting to consider planning application DC/22/0223/VOC - Variation of Condition No. 2 of DC/21/4267/FUL **DONE**

**Brightwell Lakes** - Cllr Elliot to send email to Waldringfielders email group regarding the closure of the PROW **DONE 10.02.22**; Cllr Elliot to write an article for the Newsletter summarising the forum information **DONE**.

**reebilee:** Tree Warden to collect Treebilee Oak tree - **DONE**

**Public Facilities** - Cllr Lyon to draft letter of enquiry to the Sailing Club Commodore.- **DONE**

**Jubilee event** - Clerk to confirm adequate public liability coverage for picnic - **Done**; Cllr Lyon to draft Newsletter article- **Done**; Cllr Reid to send a pre-order email to Waldringfielders email ref: Jubilee mugs - **in process**

**BACS payment** - Cllrs Reid and Kay to approve Bacs payments - **Done**

**Internal Controls review** - Clerk to hold review meeting with Cllrs Lyon and Elliot. **DONE - 01 March 2022**

## ITEM 6

**6.** To **CONSIDER** Planning Applications for **COMMENTS**:

DC/21/5740/DRC | Discharge of Condition(s) 18 (construction management plan), 28b (tree protection strategy), 29 (earthworks strategy plan), 45 (archaeological mitigation strategy), 57 (invasive species method statement) of DC/20/1234/VOC. | Land East Of Adastral Park Martlesham Heath Martlesham Suffolk - **Planning Officer Ben Woolnough - Comments deadline 09 March 2022**

DC/21/5409/FUL | Construction of a pair of semi-detached dwellings (Existing Dwelling To Be Removed) | The Old Post Office Sandy Lane Waldringfield Woodbridge Suffolk IP12 4QY **Planning Officer Danielle Miller - Comments Deadline 09 March 2022**

DC/21/2391/FUL | Change of use of land for siting of 31 static units and 12 touring pitches and ancillary facilities - re-submission of DC/20/5102/FUL. | Land Off Ipswich Road Brightwell Ipswich Suffolk IP10 0BJ **Planning Officer Rachel Lambert - Comments deadline 11 March 2022**

DC/22/0495/FUL | The erection of two light industrial buildings (3 units) and the renovation of existing light industrial units at Chapel Works, Waldringfield Heath. Works to also include landscaping and hard standing for parking. 2 units are to be taken by the applicant M&C Engineering and 1 unit to be taken by Ascenda Engineering | Chapel Works Newbourne Road Waldringfield Suffolk **Planning Officer Danielle Miller - Comments deadline 18 March 2022**

DC/22/0670/FUL | Proposed Extension and Internal Alterations | Widelands Cliff Road Waldringfield Suffolk IP12 4QL **Planning Officer - Grant Heal - Comments deadline 18 March 2022**

DC/22/0648/FUL | Proposed Garden Room | Wayside Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL - **Planning Officer Grant Heal - Comments deadline 24 March 2022**

To **NOTE** any application decisions received - see separate list

DC/22/0036/FUL | Proposal to build a two-storey annexe comprising music studio for professional classical musicians, two bedrooms and boat shed. Demolish existing sheds. | Sweetbriars 3 Woodbridge Road Waldringfield Woodbridge Suffolk IP12 4PW - **Application refused**

To **RECEIVE** any other planning information.

**Email received from Martin Price, East Coast Planning Ltd** - circulated to councillors

## ITEM 11

# Waldringfield Parish Council

To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council and the Parish Plan:  
 To **REVIEW** WPC Climate & Ecological Emergency Statement (sent as an attachment to councillors – available on the web site)  
 To **CONSIDER** and **APPROVE** the Annual Risk Assessment. (Draft circulated to Councillors)  
 To **CONSIDER** and **APPROVE** the Annual Review of Internal Financial Controls and the Internal Control Statement. (Draft circulated to Councillors)  
 To **APPROVE** the Asset Register:

Description	Status	Cost Centre	Date Acquired	Purchase Value
3 x metal no cycling signs for Playing Field Fencing	Active		August 2020	115.65
Fort, slide & sandpit	Active			3600.00
See-saw	Active			3560.00
Swing with flat seats	Active			1800.00
Swing with cradle seats	Active			2000.00
Gates in play area	Active			2000.00
Safety surfaces	Active			2809.00
Seat by bus stop (Mill Rd/Cliff	Active		October 2020	5152.00
Picnic Seat and Bench	Active			349.98
Stepping snake	Active			1100.00
Seat on Cliff Road	Active			1200.00
Seats on beach x 9	Active			300.00
Noticeboards	Active			4122.00
Village Sign	Active			750.00
Tennis Court	Active			1540.00
Parallel bars	Active			1.00
Tennis court fencing	Active			700.00
Log train	Active			4600.00
Goal posts and sockets	Active			1000.00
Tennis court nets and posts	Active			1860.00
Grit bins x 8	Active			550.00
Projector	Active			750.00
Laptops x 2	Active			350.00
Defibrillators and cabinets	Active			550.00
Recycling compound	Active			3995.00
AONB Noticeboard	Active			1200.00
Bike rack	Active			220.00
Speed gun and kit, warning sig	Active			325.00
Beach signs x 2	Active			1208.00
Playing field bollards	Active			78.00
Speed indicator device & bits	Active		April 2019	87.00
Mill Road SID pole	Active			3125.00
Chat Benches x 2	Active		23-Feb-22	200.00
Playing Field	Active			1.00
2 x No dogs allowed signs	Active		16-Dec-21	57.00
<i>Nest Swing</i>	<i>TBC</i>		<i>Upon installation</i>	<i>7449.00</i>
<i>Nest Swing - Base</i>	<i>TBC</i>		<i>Upon installation</i>	<i>1575.00</i>
<i>Roundabout</i>	<i>TBC</i>		<i>Upon installation</i>	<i>3113.00</i>
<i>Roundabout - Base</i>	<i>TBC</i>		<i>Upon installation</i>	<i>1825.00</i>
<i>Space net</i>	<i>TBC</i>		<i>Upon installation</i>	<i>8435.00</i>
<i>Space Net - Base</i>	<i>TBC</i>		<i>Upon installation</i>	<i>5475.00</i>

## ITEM 12

### 12. CLERK AND RFO REPORT

# Waldringfield Parish Council

To **CONSIDER** and **APPROVE** applications for community grants .

**Greener Waldringfield** – Application for £200.00 for publication of a directory (Application circulated to Councillors).

To **APPROVE** Clerk salary increase as proposed.

Proposed increase following successful completion of probation to £11.30 per hour which is associated with SCP 11 on the 2020-21 NALC pay scales, and national increase once 2021-22 scales are released (not at time of writing/processing). Increase applicable from 15 January 2022

To **APPROVE** the annual renewal of the accounting package Scribe (£345.60 due 30 April 2022)

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

## PAYMENTS LIST

Waldringfield Parish Council										
PAYMENTS LIST										
Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
72	03/03/2022		Unity Trust Bank		Salary	Jennifer Shone-Tribley	X	514.15		514.15
73	03/03/2022		Unity Trust Bank		Salary/expenses adjustment	Jennifer Shone-Tribley	X	37.37		37.37
74	03/03/2022		Unity Trust Bank		Google Storage	Google Commerce (via J Sho	S	1.32	0.27	1.59
75	11/02/2022		Unity Trust Bank		Annual Subscription	ICO	E	35.00		35.00
76	03/03/2022		Unity Trust Bank		Training	Suffolk Association of Local C	S	30.00	6.00	36.00
77	03/03/2022		Unity Trust Bank		Accounting Software License	Scribe 2000 Ltd	S	288.00	57.60	345.60
<b>Total</b>								<b>905.84</b>	<b>63.87</b>	<b>969.71</b>

*Please note payment for Scribe will be processed for payment in April*

## RECEIPTS LIST

3 March 2022 (2021-2022)

Waldringfield Parish Council										
RECEIPTS LIST										
Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
15	17/02/2022		Unity Trust Bank		Locality Grant	Suffolk C.C	X	50.00		50.00
<b>Total</b>								<b>50.00</b>		<b>50.00</b>

# Waldringfield Parish Council

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

## COST CENTER TO BUDGET

### Waldringfield Parish Council Summary of Receipts and Payments

3 March 2022 (2021-2022)

All Cost Centres and Codes

#### A - Receipts

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28 Precept	14,300.85	14,300.85					(0%)
30 SCC Locality Grant		50.00	50.00				50.00 (N/A)
31 SCC Footpaths Grant	200.00	276.30	76.30				76.30 (38%)
35 ES Enabling Communities Grant							(N/A)
36 Bank Interest	50.00		-50.00				-50.00 (-100%)
37 Grants and Donations	98.00	1,480.00	1,382.00				1,382.00 (1410%)
38 Advertising income		48.00	48.00				48.00 (N/A)
39 VAT Refund							(N/A)
44 CIL Funds	4,403.87	13,561.62	9,157.75				9,157.75 (207%)
45 New Equipment Grants		11,000.00	11,000.00				11,000.00 (N/A)
<b>SUB TOTAL</b>	<b>19,052.72</b>	<b>40,716.77</b>	<b>21,664.05</b>				<b>21,664.05 (113%)</b>

#### B - Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Salaries				5,994.72	6,190.89	-196.17	-196.17 (-3%)
2 PAYE/NI							(N/A)
3 Stationery/Mileage/Etc.				125.00	93.99	31.01	31.01 (24%)
4 Post and telephone				50.00	2.94	47.06	47.06 (94%)
5 Newsletter re 1972 LGA s142				400.00	446.00	-46.00	-46.00 (-11%)
6 Village Hall hire				300.00		300.00	300.00 (100%)
7 Insurance				459.13	459.13		(0%)
8 Membership Subs re LGA s111				420.00	448.18	-28.18	-28.18 (-6%)
9 Audit				160.00	170.00	-10.00	-10.00 (-6%)
10 Chairman's Expenses				50.00	30.00	20.00	20.00 (40%)
11 Training				250.00	710.00	-460.00	-460.00 (-184%)
12 Election Costs							(N/A)
40 Accounting, Website & Computir				560.00	493.93	66.07	66.07 (11%)
42 Professional Services				200.00	674.00	-474.00	-474.00 (-237%)
<b>SUB TOTAL</b>				<b>8,968.85</b>	<b>9,719.06</b>	<b>-750.21</b>	<b>-750.21 (-8%)</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	720.00	60.00	60.00 (7%)
15 Mole catching (field)				100.00		100.00	100.00 (100%)
16 Repairs/Maintenance				2,250.00	15,522.35	-13,272.35	-13,272.35 (-589%)
17 Footpath Maintenance				400.00	325.80	74.20	74.20 (18%)
41 AONB Grant Payments							(N/A)
<b>SUB TOTAL</b>				<b>3,530.00</b>	<b>16,568.15</b>	<b>-13,038.15</b>	<b>-13,038.15 (-369%)</b>

# Waldringfield Parish Council

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

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

## F - Miscellaneous

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

### Summary

<b>NET TOTAL</b>	<b>19,052.72</b>	<b>40,716.77</b>	<b>21,664.05</b>	<b>14,648.85</b>	<b>28,186.21</b>	<b>-13,537.36</b>	<b>8,126.69 (24%)</b>
<b>V.A.T.</b>		<b>4,237.98</b>			<b>3,596.56</b>		
<b>GROSS TOTAL</b>		<b>44,954.75</b>			<b>31,782.77</b>		

# Waldringfield Parish Council

BANK RECONCILIATION

3 March 2022

## 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 28/02/2022</b>		
	Cash in Hand 01/04/2021		16,657.51
	<b>ADD</b> Receipts 01/04/2021 - 28/02/2022		44,954.75
			61,612.26
	<b>SUBTRACT</b> Payments 01/04/2021 - 28/02/2022		30,848.06
<b>A</b>	<b>Cash in Hand 28/02/2022</b> (per Cash Book)		<b>30,764.20</b>
	Cash in hand per Bank Statements		
	Cash 28/02/2022	0.00	
	Unity Trust Bank 28/02/2022	22,803.02	
	Ipswich Building Society 28/02/2022	7,961.18	
	Barclays Community Account 28/02/2022	0.00	
			<b>30,764.20</b>
	Less unrepresented payments		
			30,764.20
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>30,764.20</b>
	<b>A = B Checks out OK</b>		



## ITEM 13

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

**Correspondence received from Suffolk County Council** - Traffic Regulation Order: Parishes of Brightwell, Foxhall, Martlesham and Waldringfield - A12 and Surrounding Roads Our Ref: 61478

## ITEM 14

14. To **CONSIDER** responding to public consultations: **East Suffolk Council - Review of Local Validation List**

### **Review of Local Validation List - Initial consultation**

Dear Parish Councils,

The Local Planning Authority is currently undertaking a review of its Local Validation List, which currently comprises guidance and 'the list'. The current Local Validation List including 'the list' (section three) can be viewed via the link on [How to submit a planning application » East Suffolk Council](#)

The content and requirements of any revised / new Local Validation List will need to be in accordance with Town and Planning Act 1990 and the relevant Regulations. It will also seek to reflect local policy requirements. It can not and will not remove any existing national legislative requirements relating to the plans and documents required to validate an application, but will add additional local requirements where those matters/documents are reasonably required to enable the Local Planning Authority to understand the proposals and assess their potential impacts, which in turn will enable the determination of the application.

There will also be an aim to revise and potentially restructure the document to make it easier to understand which documents are required when submitting applications.

Whilst not required by the relevant legislation, as part of this review, we are undertaking an initial consultation process with statutory consultees, regular non-statutory consultees, internal East Suffolk Council teams and Agents who regularly submit applications to ourselves. The aim is to identify any changes to their legislative requirements and any improvements/clarifications that could potentially be made to the document and its content.

In order to ensure that consultation is structured and that the comments received are in a organised/digestible format, it is requested that you frame your comments in response to the following questions:

1. Are there any legislative or policy changes since the last document was adopted in October 2020, that relate to documents/ information/ material planning considerations that may affect the information/ documentation that is required to enable yourselves and/or other consultees to consider and provide specific comments on planning/ listed building/ advertisement/ prior notification applications? If so, please provide details.
2. It is recognised that the current document, is potentially lacking in terms of providing a simple list of what documents are required when, as the requirements for each document are set out within the section on each document. Planning is complex so it would not be possible to provide a definitive list of all the documents are required for all the potential circumstances/proposals and relevant factors. However, the revised document maybe able to assist in providing additional clarification on when the most common documents are required and/or those required for the most common types of development proposal. Therefore on which types of development proposals and/or application types would a specific clarification of document requirements be useful? E.g. extensions on domestic properties, applications for 1-2 dwellings, changes of use of existing buildings with/without physical works etc?
3. Would additional clarification of the content requirements of particular submission documents/additional information documents be beneficial? If so, which?

# Waldringfield Parish Council

4. Are there any submission/additional information/supporting documents missing from the current document?
5. Do you have any further comments on the content of the Local Validation List?

This initial consultation period will expire at **Midnight on 13 March 2022**. Therefore please ensure your comments are sent to me by replying to this email by then.

A further consultation period will take place later in the year, during which you will be invited for comments on the revised draft document.

The intention is to adopt an updated Local Validation List document in the late summer/early Autumn.

**Katherine Scott Bsc (Hons) MSc MRTPI |  
Principal Planner (Technical Lead, Development Management)**  
East Suffolk Council

## ITEM 15

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

### Member of the Public wrote to the Clerk:

*Just thought I would let you know about the state of some of the dog bins near the beach. They aren't yet at the stage where they can't be used but have seriously deteriorated this winter. The one by the maybush has no handle and is nearly rusted through at the bottom and there is one at the top of the steps to WSC which has also lost its handle and is now starting to rust badly. The one on the beach needs to be plastic rather than metal as the bottom would occasionally be sitting in water when we have high tides especially as it is on a low stake. The one in the car park is probably less critical as to its material.*

*The one I have attached a picture of is the better of the 2 and is in the car park. They are both well used. I am not sure what the one at the bottom of the steps is like but think it might be plastic.*

### Member of the Public wrote to the Clerk:

<https://www.primelocation.com/for-sale/property/waldringfield/>

*Hi Jennifer*

*I am sure that you have seen the above 2 bits of land above the golf course which are up for sale/development, being sold by the same company as the bit beside the model flying area!*

### Other Correspondence circulated to Councillors:

**Clerk** – National Pay Award circular

**Society of Local Council Clerks (SLCC)** News Bulletin - 3 February 2022

**Chloe Lee** -Felixstowe Peninsula Communities Officer Bulletin

**Community Action Suffolk Network** -FW: CAS News | Bumper edition of events, funding & more!

**Information Commissioner's Office**- Latest new from the ICO

**Suffolk Association of Local Councils** - SALC news e-bulletin 7 February 2022

**The Rural Services Network** - The Rural Bulletin - 8 February 2022

**Green Issues** : FW: Quick round up for Greenprint Forum members 4 February 2022

**Green Issues**: FW: Winter Greenprint newsletter

**Society of Local Council Clerks (SLCC)** Civility and Respect Project Update - February 2022

**Planning@east Suffolk** - Planning application - DC/21/5069/FUL

**Lesley Knights** -ESC Mentally Healthy Communities

**Suffolk Association of Local Councils** SALC news e-bulletin 14 February 2022

**Society of Local Council Clerks (SLCC)**-News Bulletin - 15 February 2022

**The Rural Services Network** -The Rural Bulletin - 15 February 2022

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

# Waldringfield Parish Council

**Richardson, Mick (ESC Councillor)** - Recycling info  
**Reclaim the Rain** RE: Innovative Resilience Fund Brief - Reclaim the Rain  
**Michael.Horwood@ukpowernetworks.co.uk** - UK Power Networks: Our preparation for Storms Dudley and Eunice  
**Suffolk Association of Local Councils** - SALC training and network e-bulletin 17 February 2022  
**Councillor Onolan** -Fwd: Water Quality in the Deben - invitation to participate  
**Imogen Bath** - Re: Brightwell Lakes Community Forum - calendar invitation  
**Sizewell C Project Team** -Stakeholder email Feb 22  
**Suffolk Association of Local Councils** - SALC news e-bulletin 21 February 2022  
**The Rural Services Network** - The Rural Bulletin - 22 February 2022  
**Suffolk Association of Local Councils** -SALC training and network e-bulletin 22 February 2022  
**Suffolk Association of Local Councils** -SALC e-newsletter - February 2022  
**Suffolk Association of Local Councils** SALC CLIMATE FORUM NETWORK  
**Oka Last** - Community grants - closing for applications 3rd March  
**Work Well Suffolk** - Work Well Suffolk Newsletter February 2022  
**Community Action Suffolk Network** - CAS News | Funding, training and more!  
**National Association of Local Councils** - CHIEF EXECUTIVE'S BULLETIN  
**Green Issues** - FW: Invitation to Guided tour of Deben Community Farm. Plus: Net Zero retrofit webinar, Carbon Literacy business webinar and more  
**Green Issues** - FW: Upcoming local events and employment opportunity  
**Suffolk Association of Local Councils** - SALC area forums - March 2022  
**Sizewell C** - Project Update – Planning Inspectorate submits Sizewell C report  
**Ritchie Downing** -East Suffolk Mentally Healthy Communities Boost Grant Conference  
**National Associate of Local Councils** - NALC NEWSLETTER  
**The Rural Services Network** - RSN Rural Funding Digest - March 2022 Edition  
**The Rural Services Network** FW: The Rural Bulletin - 1 March 2022  
**National Associate of Local Councils** - NALC EVENTS  
**Suffolk Association of Local Councils** -SALC training and network e-bulletin 1 March 2022  
**Suffolk Association of Local Councils** SALC news e-bulletin 28 February 2022  
**Simon Amstutz** - News from the AONB  
**Suffolk Association of Local Councils** SALC area forums - March 2022  
**Suffolk Association of Local Councils** Important update regarding 2021-2022 salary scales  
**Society of Local Council Clerks (SLCC)** News Bulletin - 4 March 2022