



Waldringfield Parish Council

Parish Clerk: Jennifer Shone-Tribley
Low Farm, Ipswich Road, Waldringfield, Woodbridge,
Suffolk IP12 4QU
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Minutes of the Parish Council Meeting held on Tuesday 11 October 2022

In attendance: Councillors Kay, Elliot, Gold, Reid, Quick, Shore, Couchman; SCC Councillor Mulcahy

Members of the public : 0

Clerk: Jennifer Shone-Tribley

Meeting opened 19:31 pm

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1. To RECEIVE apologies for absence –Cllr Beaumont, Archer; ESC Cllr Richardson

2. To RECEIVE declarations of interest

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

Cllr Reid declared pecuniary interest– Item 6 – planning application -

DC/22/3703/FUL | Erection of dwellinghouse with associated highways access & landscaping (relating to extant outline permission DC/19/2695/OUT - permitted 6 September 2019) | Land Rear Of Japonica Cottage Deben Lane Waldringfield Suffolk IP12 4QN

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 members of the public present

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

Cllr Mulcahy was invited to speak to her report.

Firstly, she noted that the Ipswich Register Office will be moving to facilities at Endeavour House, from October.

She drew attention to World Alzheimer’s Day was held on 21 September and noted the following from her report:

*Within Suffolk, anyone who needs help, advice and support for themselves or others pre or post a diagnosis of dementia, can contact the Alzheimer’s Society via their Dementia Connect (Telephone **0333 150 3456** or email suffolk@alzheimers.org.uk).*

She also noted The Hold in Ipswich has an exhibition, Picture Books For All, about the history of picture books and which may be of interest for half-term days out for children.

Not included in the report – Cllr Mulcahy advised that Phase 1 of the Foxhall waste site re-development will begin on 17th October. It will remain open, but there will be less bookings available; and Phase 2 starts Jan 2023 – which is to install a feeder lane on Foxall Road which will lead to single lane traffic on the road for some time -likely April 2023.

Cllr Reid expanded on concerns about speed limit on School Road, and the 40 limit across the cross-roads, that leads to the national speed limit on dangerous stretch of Ipswich Road. This is in addition to a view that there should be a 20mph limit on School Road.

Cllr Mulcahy advised that she is involved with a number inquiries from within the district regarding speed and speed limits. She advised that Suffolk County Cllrs are being offered surgeries from Highways and she will engage with that process to make enquiries on behalf of her constituents. She advised that queries from Parish Councils do aid in her ability to resolve issues and requested the WPC provide an outline of the issues.

ESC Councillors report was circulated to Cllrs in advance of the meeting. No comments on this were made.

Cllrs noted the Crime data information.

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4. To **APPROVE** the minutes of the WPC Meeting held on **27 September 2022**.
Motion to approve minutes: Proposed: Cllr Kay; Seconded: Cllr Shore - all in favour of those present at the meeting.
5. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council meeting held **27 September 2022** - See separate list
ACTION ITEMS

Bin collections - Clerk to contact Norse to advise that Playing Field bins are not being emptied. - Done

Playing Field Annual Inspection - Clerk to contact PlayQuip for comments on the finding of the annual inspection report **DONE-28/09/22 - PlayQuip repaired deck**; Clerk to seek quote for re-laying of tiles under the seesaw from PlayQuip - **DONE**

Website security certificate: Clerk to secure certificate - **Done and implemented**

Insurance Renewal: Clerk to arrange review meeting with Cllrs Shore and Couchman - **DONE**

BACS payments - Cllrs Kay and Archer to authorise - **DONE**

6. To **CONSIDER** Planning Applications for **COMMENTS**:
DC/22/3703/FUL | Erection of dwellinghouse with associated highways access & landscaping (relating to extant outline permission DC/19/2695/OUT - permitted 6 September 2019) | Land Rear Of Japonica Cottage Deben Lane Waldringfield Suffolk IP12 4QN - Planning Officer - Grant Heal; comments deadline 18 October 2022

Cllr Reid left the meeting for this discussion.

Cllr Elliot on behalf of the planning group reviewed the applications history of the property including a previous outline application and a full application also to build a dwelling. The outline application is the application being referenced in this new application.

The second application (for a dwelling) included an aboriginal assessment that identified trees to be removed to create a new access. At the time - the Tree Warden queried a number of anomalies regarding this assessment including the mis-naming of trees.

Cllr Elliot explained this current application seeks a new slightly larger footprint location for the dwelling. The planning group did commend the application in that it would appear to be a very energy efficient build, and the exterior design is complementary to the existing Japonica Cottage.

However, plans indicate the driveway is located in a new location and the applicant has submitted the previous aboriginal assessment (which was inaccurate at the time) - and shows which trees will be removed to allow an access and driveway as per the previous plans - not the current application plans. The planning group felt that this report could not be relied upon in respect of this application. It was also noted by the planning group, that they also disagreed with statements made on the application form regarding trees being described as an important part of the landscape character.

The planning group recommend that while being appreciative of the design of the dwelling, the WPC declare a holding objection until a correct/new aboriginal assessment is completed.

The tree T1 is a mature Oak tree on the development site that is visible from the road and is part of the landscape, so it is further recommended a TPO be sought.

Motion that the WPC responds as outlined, with a holding objection pending a new aboriginal assessment: Proposed Cllr Gold, Seconded Cllr Shore - 6 in favour; one abstention

DC/22/3765/FUL | First floor extension over existing ground floor extension. Internal alterations to reconfigure ground floor plan. | 8 Village Way Waldringfield Woodbridge Suffolk IP12 4QW- Planning Officer Alexis Bruns - Comments deadline 21 October 2022

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Cllr Elliot outlined the application on behalf of the planning group. This is a semi detached home in Village Way (Cllr Elliot showed a map of its position in Village Way). The proposed first floor extension build will match the existing home in terms of design and materials. There are no windows proposed to the side elevation of the first floor extension and so there will be no loss of amenity for the neighbouring properties.

The Planning group recommended supporting or providing no objection to the application.

Motion that the WPC support this application – proposed Cllr Shore, Seconded Cllr Quick– all in favour

To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda.
None received that requires action – one received but an extension was obtained which enables response following the November meeting.

Clerk to follow up with the Tree Officer regarding the TPO request that was made earlier, as it is related to the application received and will be considered at the November meeting.

To **NOTE** any application decisions received – see separate list
None

To **RECEIVE** update from the Brightwell Lakes Forum
Cllrs Kay and Elliot attended – however there are no minutes yet published to circulate. They will circulate once available.

E1 and W1 has been approved by the Planning Committee. Employment land was identified to the group – which is next to the Stables Café. This land did not form part of the Taylor Wimpey application and plans for this land will be brought in due course by another developer.

Aspects of the drainage policy, SANG development and the leisure strategy (regarding the playing fields) were discussed. Of note was that the site will not be using Anglia Water for water utilities. It is noted that general utilities will be in the site by August 2023. Night work on the A12 will begin in February 2023 to install the site entrance and this intersection is to be traffic light controlled.

In terms of future ARM applications – the applicants have agreed that changes in the applications will be highlighted. This should solve frustration expressed by the WPC regarding the volume of records that need to be reviewed/considered when assessing the ARM applications

There is an invitation to name streets in the development – the developers suggested themes are Science (scientists) and the RAF. Cllr Elliot suggested alternatively heathland as a theme. Cllr Kay also suggested contacting the History Group for ideas for a theme/names. Cllr Elliot invited councillors to make suggestions as to a theme and/or names to them to present to the Forum.

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

7. To **RECEIVE updates from the Felixstowe Partnership meeting**

Cllr Couchman attended the Felixstowe Partnership meeting on behalf of the WPC on 30 September.

Cllr Couchman advised that the cost of living crisis was an important theme in the meeting. The partnership has funding through the Ease the Squeeze campaign to enable support mechanisms in the community. They have also established a helpline for residents to call to access assistance. Cllrs agreed that this information is placed in the newsletter.

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Programmes of note:

“Warm Room” funding available: If the space meeting certain criteria, there is grant funding available to provide a “warm room”. Current requirements are that the space be available 2 x a week, for 6 hours. Cllrs agreed that this should be supported by volunteers and there should be some social aspect – games, tea service/activities. Cllr Shore will raise this with the village hall.

Establishing a pantry: Cllrs agreed this would be a valuable community service, noting the Church might be a suitable location/partner for the project. Cllrs Gold and Couchman will investigate this with the Church.

Cllrs also suggest that vulnerable residents in the community may require additional monitoring over winter - it was agreed that residents could be vigilant in monitoring their neighbours at risk.

Allotments –Cllr Couchman reported that CIL funding can be used to purchase land for this purpose, and in addition, the ESC has funding support available should this be an option. This requires the purchase of available land.

8. To RECEIVE updates from Greener Waldringfield

Cllr Quick updated the Councillors on Greener Waldringfield activities.

01 October – Climate Ready Homes event was successful and 45 people attended. This event is to be reported in the Green Print newsletter.

15 October – Repair café will be held offering tool sharpening and repairs, with a focus textiles repairs.

29th October is the annual Pumpkin parade.

GW are also proposing the Sewcial meetings to commence – Weds evenings –a sewing and social gathering opportunity for the residents.

To RECEIVE updates on proposals for a Tree survey

GW and WPC are both interested in undertaking a tree survey. WPC would like to identify high value amenity trees that may be eligible for TPO status. GW are looking at a much broader survey to inform future planting, hedgerows and diversity.

Cllr Elliot opined that high amenity trees that are candidates for TPO status are prioritised in this comprehensive survey, so that the WPC has a list of trees to consider for TPO status.

Cllrs agreed a listing of TPO candidate trees would be of assistance when considering planning applications. Cllr Elliot will liaise with Tree Warden and GW to commence this.

Cllr Reid further suggested requesting support from the community to identify any high value trees to the WPC. Cllr Elliot and Tree warden will draft communication and for Newsletter.

9. To RECEIVE playing field monthly inspection report

Cllr Reid submitted the monthly inspection report to Cllrs prior to the meeting.

Continuing to address the Annual Inspection, Cllr Reid reviewed the medium risk items identified. Cllr Reid recommended to council to replace the chains on the junior swings The seats are to be re-used as they do not yet need replacing. Cllr Reid also advised that a medium-term plan for the replacement of the wooden items needs to be considered.

Motion to approve expenditure of £159.41 for the new chains on the junior swing – Proposed Cllr Kay; Cllr Elliot – all in favour

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To **CONSIDER** quotation from PlayQuip to re-lay tiles under play equipment

The quotation was circulated to councillors prior to the meeting. It is noted that the Swings surfaces are noted in the Annual Report as low risk.

In consideration of budget, the Clerk advised there was funding available in the sinking fund reserves; some budget savings and the remaining maintenance budget. The clerk also noted that new wet pour for a surface the size of the swings was only slightly more expensive than the repair itself.

Clerk to request from PlayQuip options (and quotes) for the surfaces such as replacing tiles with wet pour, and requesting other surfacing options that may be suitable.

10. CLERK AND RFO REPORT

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

Motion to approved list of expenditures– Proposed Cllr Reid, Seconded Cllr Kay - all in favour

Clerk advised that there will likely be two cuts of the fields in October and sought to confirm that the final cut included the wildflower border. Cllrs confirmed this and that the cuttings are to be collected.

BACs payment to be authorised by Cllrs Reid and Kay

Invoices/receipts reviewed and signed in the meeting by Cllr Gold

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

Bank reconciliation and reports reviewed and signed by Cllr Gold

To **CONSIDER** and **APPROVE** Insurance Renewal

Cllrs received the working group's report. There were no questions regarding this.

Motion to accept the BHIB quotation for a three year term (£415.11 per year)– Proposed Cllr Reid; seconded Cllr Kay – all in favour.

To **CONSIDER** and **APPROVE** annual membership to Society of Local Council Clerks - £112.00

Motion to approve purchasing the membership: Proposed Cllr Kay; second Cllr Reid – all in favour.

To **CONSIDER** and **APPROVE** 2023 meeting dates and date of APM.

Clerk advised sought approval for future meeting dates to enable scheduling and budgeting. List of dates provided in the supporting documents.

Cllrs agreed to the dates as provided.

To **DISCUSS** the 2023-24 budget

Clerk advised that budget preparation will need to commence shortly. We are awaiting the Tax Base– which is released 26 October annually. This will advise the number of Band D households and provides the basis for the precept.

In preparing the budget, the Clerk asked for thoughts on projects or other items that may require funding in the next year.

The Clerk noted that this is an election year with a potential cost of £1,000. Cllr Couchman opined that there should be consideration of the fort/stepping snake replacement in the coming years. Cllr Shore suggested there may be coronation activities.

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Cllrs also noted the current economic climate.

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

Cllr Shore reported that he as advised that there are two fallen trees supporting each other on the path adjacent to the Village Hall. Cllr Gold to contact a resident who may be able to assist.

To **DISCUSS** speed limit on school road and road safety issues.

Cllrs noted that 13 residents had sent email to the council on the subject.

Additional data needs to be collected to support a submission to Cllr Mulcahy, which would be facilitated by the installation of the SID pole below.

To **DISCUSS** repositioning of the SID pole outside Myrtles

Repositioning of the pole was required due to services running along the verge at its current location. New proposal was circulated to Cllrs in advance of the meeting.

Motion to approve new location and to request the installation as outlined – Proposed Cllr Kay, Seconded Cllr Quick – all in favour.

Cllr Reid requested the Clerk in her response ensures that Highways was aware that the SID pole authorisation was agreed previously and therefore there is no need for an additional SID application and that the works are already funded through Cllr Mulcahy. Cllr Reid also noted the sign itself should be replaced with one of a more reasonable size. Clerk to submit new place and the permission.

To **RECIEVE** updates on bollards applications on verge outside playing fields

Tree Warden has completed the survey and is preparing the report for the bollard placement - this is to mitigate damage to the roots of a mature Oak tree on its verge. Cllr Kay will circulate the final version to Cllrs before sending this to Highways/Street Furniture for approval.

13. To **CONSIDER** responding to Public Consultations:

Initial consultation on designing developments that better support health and wellbeing

Cllrs agreed no response was required at this stage.

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

No further comments

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

- Budget
- Tree Survey update
- Warm Rooms – Village Hall - Felixstowe Partnership
- Pantry update – Felixstowe Partnership
- Fly-tipping

Meeting closed 21:58 pm

ACTION POINTS

Planning applications – Cllr Elliot and Tree Warden to seek TPO on Oak Tree identified in DC/22/3703/FUL; Clerk to follow up with Tree Officer regarding Wideland's temporary TPO; Clerk to respond to applications by deadlines

Brightwell Lakes: Cllrs to provide Cllr Elliot with suggestions of themes/road names. Cllr Kay to contact the History Group for suggestions.

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Felixstowe Partnership: Cllr Couchman to provide some wording to Cllr Kay for publication in the newsletter to publish the helpline. Cllr Shore to investigate possibility of providing a warm room with Village Hall; Cllrs Gold and Couchman to contact Church regarding the establishment of a pantry.

Tree Survey: Cllr Elliot to liaise with GW on prioritising TPO candidate trees in the survey; Cllr Elliot and Tree Warden to draft communication to Residents requesting assistance in identifying high value trees; and to draft a piece for the newsletter.

Playing Fields: Clerk to purchase new chains for Junior Swing; Clerk to request additional options and/or quotations for the surfaces that need repair; Clerk to confirm to the grass cutting contractor that the wildflower border is to be cut on the final cut and trimmings collected.

BACs Payments: Cllrs Kay and Reid to approve payments

Insurance: Clerk to secure Insurance renewal from BHIB

Relocation of the SID Pole: Clerk to submit new location and permission for the installation.

Footpaths: Cllr Gold to contact resident regarding the trees overhanging the footpath by the Village Hall

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SUPPORTING DOCUMENTS OCTOBER

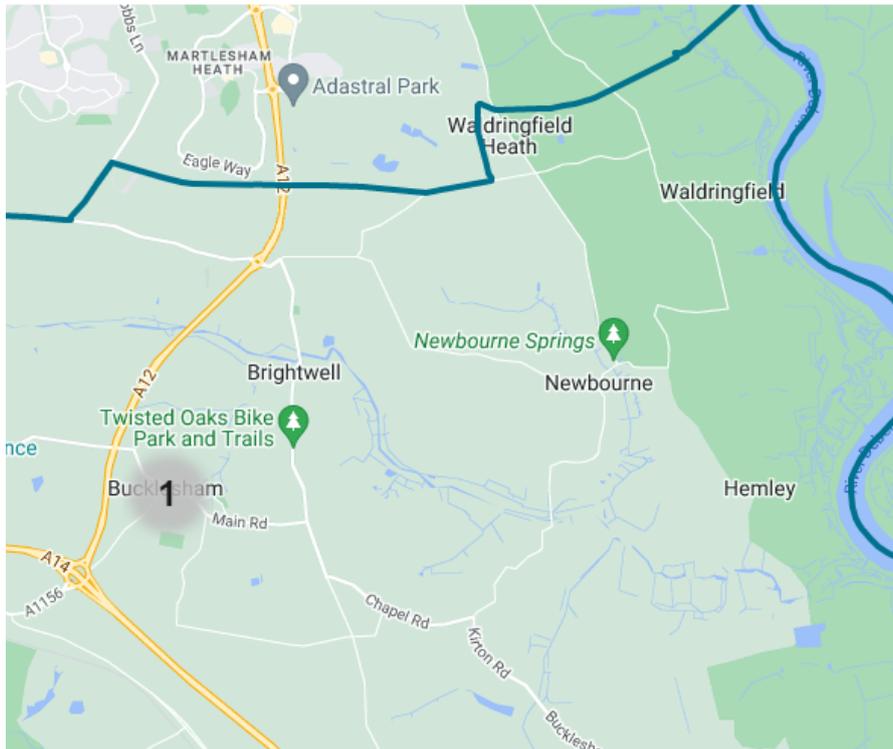
ITEM 3

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

East Suffolk Cllrs Kerry and Richardson's September report was circulated to Cllrs and is available on the website.

Suffolk Police –Crime Data

Latest data –July 2022



Waldringfield

none

Newbourne

none

Bucklesham

1 x public order offence – private residence.

ITEM 4

4. To **APPROVE** the minutes of the WPC Meeting held on **27 September 2022.**

Draft minutes were circulated to Councillors with the Agenda and are available on the website.

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 27 September 2022

ACTION POINTS

Bin collections – Clerk to contact Norse to advise that Playing Field bins are not being emptied. -**Done**
Playing Field Annual Inspection - Clerk to contact PlayQuip for comments on the finding of the annual inspection report **DONE-28/09/22** – **PlayQuip to come out to check deck of roundabout**; Clerk to seek quote for re-laying of tiles under the seesaw from PlayQuip-**DONE**

Website security certificate: Clerk to secure certificate – **Done and implemented**

Insurance Renewal: Clerk to arrange review meeting with Cllrs Shore and Couchman - **DONE**

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BACS payments – **Cllrs Kay and Archer** to authorise-**DONE**

ITEM 6

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

DC/22/3703/FUL | Erection of dwellinghouse with associated highways access & landscaping (relating to extant outline permission DC/19/2695/OUT - permitted 6 September 2019) | Land Rear Of Japonica Cottage Deben Lane Waldringfield Suffolk IP12 4QN – **Planning Officer – Grant Heal; comments deadline 18 October 2022**

DC/22/3765/FUL | First floor extension over existing ground floor extension. Internal alterations to reconfigure ground floor plan. | 8 Village Way Waldringfield Woodbridge Suffolk IP12 4QW- Planning Officer Alexis Bruns – Comments deadline 21 October 2022

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

To **NOTE** any application decisions received – see separate list
None at the time of publication of these documents

To **RECEIVE** update from the Brightwell Lakes Forum

Email from Charlie Lovett (Brightwell Lakes Forum) circulated to Councillors regarding naming of streets in the new development. – extract below:

As discussed at the meeting on latest Forum meeting on Monday, the team are looking for suggestions for Street Names for several of the spine roads and the E1/W1 internal roads. We are mainly looking for names within the parameters of an RAF theme or scientific theme given the sites location. However, if you have any suggestions for names with a strong local connection or story, then please put these forward as well.

If you have any ideas, please reply to this email with your suggestions in the next couple of weeks.

Charlie Lovett

Account Executive
M: 07387 795132

clovett@conciliocomms.com

conciliocomms.com

London Office

131 Finsbury Pavement
London, EC2A 1NT

ITEM 9

To **RECEIVE** playing field monthly inspection report

To be circulated to Councillors in advance of the meeting.

To **CONSIDER** quotation from PlayQuip to re-lay tiles under play equipment

Circulated to Councillors under separate cover.

ITEM 10

CLERK AND RFO REPORT

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

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PAYMENTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
59	Repairs/Maintenance	03/10/2022	Unity Trust Bank	Defibrillator repair	C M Archer	X	15.00		15.00
60	Repairs/Maintenance	03/10/2022	Unity Trust Bank	Playing Field Inspection	Playsafety Ltd	S	98.00	19.60	117.60
61	Salaries	03/10/2022	Unity Trust Bank	Salary	Jennifer Shone-Tribley	X	523.25		523.25
62	Accounting, Website	04/10/2022	Unity Trust Bank	Website annual fee	Community Action Suffolk	S	50.00	10.00	60.00
63	Grass cutting (field)	06/10/2022	Unity Trust Bank	Grass-cutting -field	SCL Landscape Management	S	60.00	12.00	72.00
Total							746.25	41.60	787.85

RECEIPTS LIST

Note: Second instalment of the Precept was received 30.09.22

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RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	Total
9	Precept	30/09/2022	Unity Trust Bank	Precept payment	East Suffolk Council	X	7,772.37	7,772.37
Total							7,772.37	7,772.37

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

COST CENTER TO BUDGET

Summary of Receipts and Payments

All Cost Centres and Codes

A - Receipts		Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Code	Title							-/- Under/over spend
28	Precept	15,544.75	15,544.75					✓(0%)
30	SCC Locality Grant							(N/A)
31	SCC Footpaths Grant	275.00		-275.00			-275.00	(-100%)
35	ES Enabling Communities C							(N/A)
36	Bank Interest	50.00	47.77	-2.23			-2.23	(-4%)
37	Grants and Donations				1,382.00	1,382.00		✓(0%)
38	Advertising income	45.00	44.40	-0.60			-0.60	(-1%)
39	VAT Refund							(N/A)
44	CIL Funds		1,480.47	1,480.47			1,480.47	(N/A)
45	New Equipment Grants	6,500.00	6,500.00					✓(0%)
SUB TOTAL		22,414.75	23,617.39	1,202.64	1,382.00	1,382.00	1,202.64	✓(5%)

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B - Administration

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/-	Under/over spend
1	Salaries				6,100.00	3,662.75	2,437.25	2,437.25	(39%)
2	PAYE/NI								(N/A)
3	Stationery/Mileage/Etc.				150.00	10.35	139.65	139.65	(93%)
4	Post and telephone				40.00		40.00	40.00	(100%)
5	Newsletter re 1972 LGA s				649.00	566.00	83.00	83.00	(12%)
6	Village Hall hire				325.00	265.00	60.00	60.00	(18%)
7	Insurance				650.00		650.00	650.00	(100%)
8	Membership Subs re LGA				450.00	266.04	183.96	183.96	(40%)
9	Audit				200.00	395.00	-195.00	-195.00	(-97%)
10	Chairman's Expenses				50.00		50.00	50.00	(100%)
11	Training				300.00	196.00	104.00	104.00	(34%)
12	Election Costs								(N/A)
40	Accounting, Website & Co				625.00	93.98	531.02	531.02	(84%)
42	Professional Services				200.00		200.00	200.00	(100%)
46	Jubilee Events				1,500.00	1,183.81	316.19	316.19	(21%)
SUB TOTAL					11,239.00	6,638.93	4,600.07	4,600.07	(40%)

C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/-	Under/over spend
14	Grass cutting (field)				880.00	480.00	400.00	400.00	(45%)
15	Mole catching (field)				150.00		150.00	150.00	(100%)
16	Repairs/Maintenance				3,230.00	514.12	2,715.88	2,715.88	(84%)
17	Footpath Maintenance				450.00		450.00	450.00	(100%)
41	AONB Grant Payments								(N/A)
47	New Equipment Budget				18,305.75	15,039.50	3,266.25	3,266.25	(17%)
SUB TOTAL					23,015.75	16,033.62	6,982.13	6,982.13	(30%)

D - Grants - s137/2

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/-	Under/over spend
21	General Grants				300.00		300.00	300.00	(100%)
22	Church Field				450.00	450.00			(0%)
23	Village Hall LGA				525.00	500.00	25.00	25.00	(4%)
24	All Saints Church				775.00	775.00			(0%)
25	WildlifeGroup				125.00	100.00	25.00	25.00	(20%)
SUB TOTAL					2,175.00	1,825.00	350.00	350.00	(16%)

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	22,414.75	23,617.39	1,202.64	37,811.75	25,879.55	11,932.20	13,134.84	(21%)
V.A.T.		3,207.78			3,359.64			
GROSS TOTAL		26,825.17			29,239.19			

Waldringfield Parish Council

BANK RECONCILIATION

Waldringfield Parish Council

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

Date: _____

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

Date: _____

	Bank Reconciliation at 30/09/2022			
	Cash in Hand 01/04/2022			29,522.71
	ADD			
	Receipts 01/04/2022 - 30/09/2022			26,825.17
				56,347.88
	SUBTRACT			
	Payments 01/04/2022 - 30/09/2022			28,523.34
A	Cash in Hand 30/09/2022 (per Cash Book)			27,824.54
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2022	0.00	
	Cash	30/09/2022	0.00	
	Unity Trust Bank	30/09/2022	19,815.59	
	Ipswich Building Society	30/09/2022	8,008.95	
				27,824.54
	Less unrepresented payments			
				27,824.54
	Plus unrepresented receipts			
B	Adjusted Bank Balance			27,824.54
	A = B Checks out OK			

Waldringfield Parish Council

Waldringfield Parish Council			CASH FLOW STATEMENT			
		31.08.22	30.09.22		31.10.22	
OPERATING ACCOUNT Unity Trust	SEPTEMBER		OCTOBER		NOVEMBER	
	EXPECTED	ACTUAL	EXPECTED	ACTUAL	EXPECTED	ACTUAL
CASH ON HAND (beginning of month)	£13,588.80	£13,588.54	£19,765.86	£19,815.59	£18,604.31	
CASH RECEIPTS						
Grants						
Playspace grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Other						
Precept	£7,772.38	£7,772.37	£0.00	£0.00	£0.00	£0.00
CIL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Advertising	£24.00	£24.00	£0.00	£0.00	£0.00	£0.00
ESC Footpath Grant	£0.00	£0.00	£276.30	£0.00	£0.00	£0.00
VAT Refund	£180.00	£180.00	£0.00	£0.00	£0.00	£0.00
TOTAL CASH RECEIPTS	£7,976.38	£7,976.37	£276.30	£0.00	£0.00	£0.00
AVAILABLE (before cash out)	£21,565.18	£21,564.91	£20,042.16	£19,815.59	£18,604.31	£0.00
CASH PAID OUT						
Administration						
Salaries	£523.25	£523.25	£523.25	£0.00	£523.25	£0.00
Newsletter	£199.00	£199.00	£0.00	£0.00	£0.00	£0.00
Insurance	£0.00	£0.00	£650.00	£0.00	£0.00	£0.00
Hall Hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Training	£156.00	£156.00	£0.00	£0.00	£0.00	£0.00
Post/Telephone	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Memberships	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Other	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Website/Accounting	£20.66	£20.66	£50.00	£0.00	£37.33	£0.00
Playing Fields and maintenance						
Grass Cutting	£60.00	£60.00	£60.00	£0.00	£120.00	£0.00
Repairs and maint'ce	£122.24	£122.24	£113.00	£0.00	£1,100.00	£0.00
Footpath cutting	£0.00	£0.00	£0.00	£0.00	£400.00	£0.00
Grants						
AONB Repayment	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Church Field Trust	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Village Hall	£525.00	£500.00	£0.00	£0.00	£0.00	£0.00
General Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
WWG Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
WPCC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Wildlife Group	£125.00	£100.00	£0.00	£0.00	£0.00	£0.00
Projects expenses						
PlayQuip	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Jubilee Expenses	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VAT	£68.17	£68.17	£41.60	£0.00	£41.20	£0.00
SUBTOTAL	£1,799.32	£1,749.32	£1,437.85	£0.00	£2,221.78	£0.00
TOTAL CASH PAID OUT	£1,799.32	£1,749.32	£1,437.85	£0.00	£2,221.78	£0.00
SH POSITION (end of month)	£19,765.86	£19,815.59	£18,604.31	£19,815.59	£16,382.53	£0.00
SUMMARY of ALL CASH						
Unity	£19,765.86	£19,815.59	£18,604.31		£16,382.53	£0.00
IBS	£8,008.95	£8,008.95	£8,008.95		£8,008.95	
Total cash position	£27,774.81	£27,824.54	£26,613.26	£0.00	£24,391.48	£0.00

Waldringfield Parish Council

To **CONSIDER and APPROVE** the Insurance Renewal Working group circulated a report to Councillors.

Proposed dates for 2023 and Annual Parish Meeting:

10 January 2023

14 February 2023

14 March 2023

18 April 2023 ANNUAL PARISH MEETING

(further propose that should an extra-ordinary meeting be required for planning and/or payments – this be held just prior to this meeting)

09 May 2023

13 June 2023

11 July 2023

08 August 2023

12 September 2023

10 October 2023

14 November 2023

12 December 2023

ITEM 12

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

To **DISCUSS** speed limit on school road and road safety issues.

Deferred to this meeting from last meeting - 12 residents have emailed the Council with concerns regarding the speed limit and safety on School Road. These have been circulated to Councillors as they were received.

To **DISCUSS** repositioning of the SID pole outside Myrtles

Cllr Reid circulated an email and draft letter for consideration on 21 September 2022.

ITEM 13

Public consultations:

Initial consultation on designing developments that better support health and wellbeing – ends 5pm 7th November 2022

East Suffolk Council is working on the preparation of a new Healthy Environments Supplementary Planning Document (SPD). The SPD will provide guidance to support the application of policies in the adopted Local Plans on how the design of new development can better support our communities' health and wellbeing. Once adopted by the Council, the document will be a material consideration when deciding planning applications.

The purpose of this initial consultation is to seek views on the scope and content of the SPD.

Town and Parish Councils are invited to respond to the initial consultation to help ensure that the guidance is informed by the health and wellbeing challenges and priorities of the different communities of East Suffolk.

Town and Parish Councils that are in the process of preparing or reviewing a neighbourhood plan are encouraged to consider and comment on how the content of the SPD may best support them in producing neighbourhood plan policies intended to enhance the health and wellbeing of their communities through development.

Waldringfield Parish Council

The consultation document and questionnaire can be viewed and consultation responses submitted via this link:
<https://eastsoffolk.inconsult.uk/healthyenvironmentsspd2022/consultationHome>

Comments are to be submitted by **5pm on Monday 7th November 2022**. All comments submitted will be considered when drafting the Healthy Environments Supplementary Planning Document. A formal consultation on the draft document will take place in early 2023. Town and Parish Councils will be contacted again at this time to invite them to submit formal comments on the draft SPD.

Please do not hesitate to contact the Planning Policy and Delivery team should you have any queries.

ITEM 14

Correspondence sent to Councillors before the meeting:

Other correspondence circulated to Councillors

Suffolk Association of Local Councils NEWS BULLETIN - 20th September 2022

Rural Services Network The Rural Bulletin - 21 September 2022

National Association of Local Councils NALC NEWSLETTER 21 September 2022

Coast & Heaths AONB News from the AONBs

Suffolk Association of Local Councils NEWS BULLETIN - Suffolk Community Awards 2022

Tom Fairbrother -More than £25,000 of funding available for community projects

Suffolk Association of Local Councils NEWS BULLETIN - 26th September 2022

National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN

Community Action Suffolk Network - CAS News | Cost of Living, Suffolk Youth Conference, Vacancies and more...

Rural Services Network The Rural Bulletin - 27 September 2022

National Association of Local Councils -NALC EVENTS

Royal British Legion Industries -Get your Parish Council prepared for Remembrance

Karen Last - Community Governance Review

Suffolk Association of Local Councils NEWS BULLETIN - 3rd October 2022

Rural Services Network -The Rural Bulletin - 4 October 2022

National Association of Local Councils- CHIEF EXECUTIVE'S BULLETIN

National Association of Local Councils -NALC EVENTS

National Association of Local Councils NALC NEWSLETTER 05 October 2022

Coast & Heaths AONB -Greetings from your Area of Outstanding Natural Beauty