



# Waldringfield Parish Council

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## Minutes of the Parish Council Meeting held on Tuesday 14 February 2023

**In attendance:** Cllrs Kay, Elliot, Quick, Couchman, Shore and Reid

**Members of the public :** 1

**Minutes:** Cllr Reid

Meeting opened 17.14pm

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1. **To RECEIVE apologies for absence** – Received from Cllrs Gold and Archer and the Clerk.

2. **To RECEIVE declarations of interest**

Cllrs Quick and Reid declared a non-pecuniary interest in relation to Item 9

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

### **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.**

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

No reports had been received from SCC Cllr Patti Mulcahy, ESC Cllrs Richard Kerry and Mick Richardson

4. **To APPROVE the minutes of the WPC Extraordinary Meeting held on 18 January 2023.**

Motion to **APPROVE** minutes of Extraordinary meeting 18 January 2023 – Proposed by Cllr Kay, seconded by Cllr Elliot with all who had attended being 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 10 January 2023 - See separate list**

**Planning applications** – Clerk to send planning application response by deadline – **DONE**  
 Clerk to follow up with B. Woolnough regarding WPC letter about unenforceable planning conditions. **DONE**

**Policies:** Clerk to format and post approved policies **DONE**

**Clerk Performance Appraisal:** Cllrs Elliot and Kay to make arrangements for in-person appraisal meeting – **ARRANGEMENTS MADE**

**Felixstowe Partnership:** Clerk to set up cost codes for Grant/donation funding and expenses Cllrs Elliot and Couchman to make arrangements for launch of warm room provision-in process – **DONE (further updates under Item 8)**

**Policies:** Clerk to arrange Internal Controls Review - **DONE** All Councillors – to provide feedback to Clerk on Annual Risk Assessment and Management Review by 08 February 2023 In process. **DONE**

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

**DC/23/0072/TPO | TPO No. 172 / 2003 1no. Sycamore (T1 on plan, T2 on Order) - Remove two lowest limbs back to the main stem and reduce the crown spread over the garden of Waterside by up to 2 metres 1no. Oak (T5 on plan, T3 on Order) - Crown reduce by up to 3.5 metres | Waterside The Quay Waldringfield Woodbridge Suffolk IP12 4QN – Planning Officer Falcon Saunders; Comments Deadline 15 February**

After reviewing the report by the WPC Tree Warden the parish council agreed with her recommendation that the crowns of the TPO trees should not be reduced. It was therefore

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decided to **OBJECT** to the crown reduction work proposed. Proposed by Cllr Shore, seconded by Cllr Elliot with all in favour.

DC/22/4242/VOC | Variation of Conditions No. 2 and 8 of DC/22/0223/VOC - Variation of Condition No. 2 of DC/21/4267/FUL (Replacement Dwelling, Cart Lodge And Studio) - Minor changes to window arrangement of dwelling. Minor changes to position of roof lights and length of flue of studio to comply with building regs. and submission of Construction Management Plan required by condition 8 | Elm Cottage Sandy Lane Waldringfield Woodbridge Suffolk IP12 4QY - planning Officer - **Jamie Behling; Deadline 15 February 2023.**

In view of the minor nature of the modifications involved it was decided not to comment. Proposed by Cllr Elliot, seconded by Cllr Shore with all in favour

DC/23/0428/FUL | Front extension and retention of works | The Heronry Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL **Planning Officer - Rebekah Chishaya; Comments deadline 01 March 2023**

It was noted that this new application identified all the discrepancies between the previously approved drawing and the actual finished building work. The new drawing, 6409 1 B showed exactly the same window treatment as the withdrawn application, to which WPC had objected. The Council therefore decided not to support the application. Proposed by Cllr Elliot, seconded by Cllr Kay with all in favour.

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

To **RECEIVE** any other planning information.

**Cottages on the Old Post Office Site:** A member of the public has drawn to the Council's attention a concern that permanent fencing had been erected over the verge of Sandy Lane and Cliff Rd and not in accordance with the planning permission. It was agreed to draw this to the attention of the planning department. Proposed by Cllr Elliot, seconded by Cllr Quick with all in favour

7. To **RESOLVE** to not co-opt to the casual vacancy at this stage in the election cycle

It was decided not co-opt to the casual vacancy on the council at this very late stage in the election cycle. Proposed by Cllr Kay, seconded by Cllr Shore with all in favour.

8. To **RECEIVE** updates from the Felixstowe Partnership and Ease the Squeeze projects

Cllrs Elliot and Couchman reported on the Council's Warm Rooms project which had now run in the Village Hall on Wednesdays for several weeks. A full rota of volunteer helpers had been set up. Growing numbers were attending with people saying they appreciated the social occasion. After a slow start the free groceries on offer were beginning to be taken. Cllrs Elliot and Couchman were thanked for their continuing work and it was resolved to publicly thank the Maybush for its help.

9. To **CONSIDER** proposals regarding Green Infrastructure Workshops and Grant request £100.00

The Council considered the developing proposal from Greener Waldringfield to set up Green Infrastructure Workshops to develop cooperation with neighbouring parishes and other local stakeholders to promote nature recovery. It was agreed to ask Cllr Kay to represent the Council on the planning group for the venture and to make a grant of £100.00 to Greener Waldringfield as a contribution towards the costs.

Proposed by Cllr Elliot, seconded by Cllr Shore with all in favour.

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**10. To RECEIVE playing field monthly inspection report**

The Council received the playing field monthly inspection report and discussed a concern about the stability, following recent movement, of the re-erected tree trunk in the log-play area which was much used by children. It was decided to ask John Naylor to give an early report on its condition and to quote for any action that needed to be taken, if possible, to enable the retention of this popular feature. Councillors realised that modification or removal might be necessary, and that urgent action involving expenditure might be required before the next meeting. Proposed by Cllr Kay, seconded by Cllr Quick with all in favour.

It was noted that in a recent email ESC Cllr Richard Kerry said that he still had discretionary funds available and it was agreed to ask the Clerk to apply for a contribution towards relaying the safety surface around the seesaw (which had been completed by Playquip on the previous day.)

**11. CLERK AND RFO REPORT**

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

The items of expenditure were approved with all in favour – proposed by Cllr Elliot, seconded by Cllr Kay (both of whom were to approve the BACS accordingly).

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

Cllr Elliot undertook the independent bank reconciliation.

The financial reports were approved. Proposed by Cllr Elliot, seconded by Cllr Quick with all in favour.

**To RESOLVE to change the registered address of the Suffolk Building Society Account**

It was resolved to change the registered address of the Suffolk Building Society Account from that of the previous to that of the current clerk. Proposed by Cllr Quick, seconded by Cllr Couchman with all in favour.

**To CONSIDER and APPROVE changing date of May meeting from 09 May to 16 May 2023**

It was agreed to change the date of the May meeting from 09 May to 16 May 2023 in order to accommodate the forthcoming election.

There was discussion about a possible celebration of the King's Coronation. The monthly village coffee morning was being planned to recognise the event but was due to be held nine days beforehand. Cllr Elliot undertook to make informal enquiries about a possible party on the playing field on the Bank Holiday Monday of the Coronation weekend

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

The Council had received a letter from a resident asking for a highlighting of the kerb where School Road narrows as it passes the entrance to the playing field.

The Clerk was asked to forward this request to SCC Highways.

The Council discussed a letter from a resident asking if something could be done to deal with a muddy patch on the footpath as it passed the Manor on its way towards the river wall. It was generally considered to be only a problem after wet weather and could be coped with by those appropriately shod for country walks. It was however agreed, in her absence, to refer the letter to Cllr Gold for further consideration

**To APPROVE the proposed PROW cutting arrangements and schedule for 2023-24.**

The Council approved the proposed PROW cutting arrangements and schedule for 2023-24. Proposed by Cllr Kay, seconded by Cllr Quick with all in favour

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

The Council decided not to respond at this stage in the consultation process to the following ESC documents:

Initial Consultation on Draft guidance for development within coastal areas – Deadline **15 March 2023**

Initial consultation on the Custom and Self-Build Housing Supplementary Planning Document -Deadline **15 March 2023**

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

The Clerk was asked to reply to a letter from a resident asking if the Council could arrange for the public announcement of births, marriages and deaths in the village, by saying that, while the sentiment behind the idea was appreciated, it was considered for several reasons to be unworkable in practice.

A resident had expressed concern on environmental grounds about the Council’s newsletter being printed on expensive glossy paper and circulated to everyone in the village including those who would be ready to read it on line. The Clerk was asked to investigate the cost and environmental credentials of different paper and printing options. It was also agreed to allow villagers to opt out of receiving a printed copy.

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

The only parish matter nominated for the agenda of the next meeting was the mooted Coronation celebration

**Meeting closed 21.35pm**

## **ACTION POINTS**

- Planning applications** – Clerk to send agreed responses by deadlines indicated;
- Grants:** Clerk to process grant award of £100 to GW per grant awarding policy; Clerk to apply for ECB funding from Cllr Kerry and Richardson for the re-laying of tiles by PlayQuip.
- Meeting dates:** Clerk to note new date for May meeting on website and noticeboards.
- PROW Cutting:** Clerk to make arrangements for PROW Cutting grant and engage contractor.
- Bank Account:** Clerk to make arrangements to change the address on the Suffolk Building Society savings account.
- Clerk Performance Appraisal:** Cllrs Elliot and Kay to make arrangements for in-person appraisal meeting
- Coronation event** - Cllr Elliot to make informal enquiries about a possible picnic/party on the playing field on the Bank Holiday Monday of the Coronation weekend

# Waldringfield Parish Council

## SUPPORTING DOCUMENTS FEBRUARY

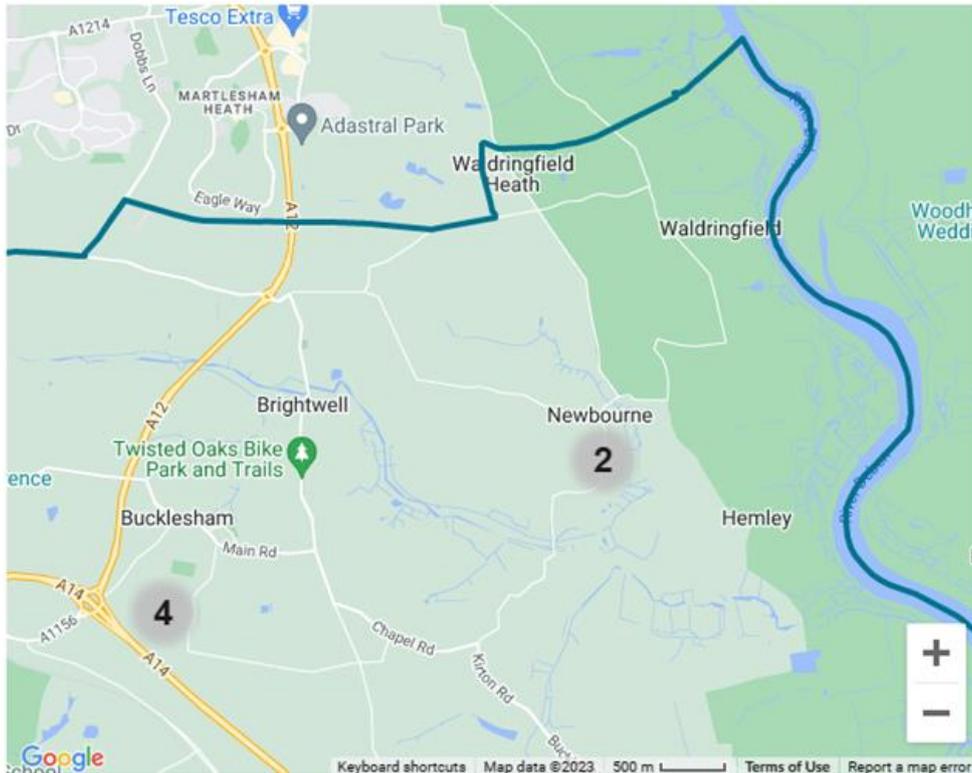
### ITEM 3

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

February ESC Leader’s Bulletin was circulated to Cllrs on 04 February and is available on the website.

#### Suffolk Police and Crime Data

Latest data –December 2022



#### Waldringfield

None

#### Newbourne

1 x burglary

1 x violence and sexual offences

#### Bucklesham (only 2 – other 2 are across the A14 )

1 x criminal damage and arson

1 x vehicle crime

### ITEM 4

**4.** To **APPROVE** the minutes of the WPC Extraordinary Meeting held on **18 January 2023** 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 Extraordinary Meeting held on 18 January 2023

**Planning applications** –Clerk to send planning application response by deadline – **DONE** Clerk to follow up with B. Woolnough regarding WPC letter about unenforceable planning conditions. **DONE**

**Policies:** Clerk to format and post approved policies **DONE**.

**Clerk Performance Appraisal:** Cllrs Elliot and Kay to make arrangements for in-person appraisal meeting - **DONE**

# Waldringfield Parish Council

**Felixstowe Partnership:** Clerk to set up cost codes for Grant/donation funding and expenses  
Cllrs Elliot and Couchman to make arrangements for launch of warm room provision-in process  
– DONE (further updates under Item 8)  
**Policies:** Clerk to arrange Internal Controls Review - DONE All Councillors – to provide  
feedback to Clerk on Annual Risk Assessment and Management Review by 08 February 2023 In  
process. DONE

## ITEM 6

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

DC/23/0072/TPO | TPO No. 172 / 2003 1no. Sycamore (T1 on plan, T2 on Order) - Remove two lowest limbs back to the main stem and reduce the crown spread over the garden of Waterside by up to 2 metres 1no. Oak (T5 on plan, T3 on Order) - Crown reduce by up to 3.5 metres | Waterside The Quay Waldringfield Woodbridge Suffolk IP12 4QN – **Planning Officer Falcon Saunders; Comments Deadline 15 February 2023**

DC/22/4242/VOC | Variation of Conditions No. 2 and 8 of DC/22/0223/VOC - Variation of Condition No. 2 of DC/21/4267/FUL (Replacement Dwelling, Cart Lodge And Studio) - Minor changes to window arrangement of dwelling. Minor changes to position of roof lights and length of flue of studio to comply with building regs. and submission of Construction Management Plan required by condition 8 | Elm Cottage Sandy Lane Waldringfield Woodbridge Suffolk IP12 4QY - **Planning Officer - Jamie Behling; Deadline 15 February 2023.**

DC/23/0428/FUL | Front extension and retention of works | The Heronry Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL **Planning Officer - Rebekah Chishaya; Comments deadline 01 March 2023**

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

Ref. No: DC/22/4668/FUL | Received date: Mon 28 Nov 2022 | Status: **Application Permitted** | Case Type: Planning Application

Replace 70 year old summer house now dilapidated with Victorian style Aluminium Greenhouse - Swallowdale Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL

Ref. No: DC/22/4732/FUL | Received date: Fri 02 Dec 2022 | Status: **Application Withdrawn** | Case Type: Planning Application

Proposed Front Extension - The Heronry Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL

Ref. No: DC/22/4609/VOC | Received date: Tue 22 Nov 2022 | Status: **Application Permitted** | Case Type: Planning Application

Variation of Condition No 2 of DC/20/4265/FUL - (Two storey and single storey extensions & alterations (following demolition of adjoining garage) and new detached garage) - Cadges Cave Deben Lane Waldringfield Woodbridge Suffolk IP12 4QN

Ref. No: DC/22/4771/TPO | Received date: Mon 05 Dec 2022 | Status: **Application Permitted** | Case Type: Planning Application

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T9 of TPO No. 163 / 2003 1no. Oak (T9 on Order) - Re-pollard to previous pruning points -  
Waldringfield Sailing Club Cliff Road Waldringfield Suffolk IP12 4QL

Ref. No: DC/22/4216/FUL | Received date: Tue 25 Oct 2022 | Status: **Application Permitted** | Case  
Type: Planning Application

First Floor Extension & Alterations Together With A Detached Home Office/Garden Room - Mayfields  
School Road Waldringfield Woodbridge Suffolk IP12 4QR

To **RECEIVE** any other planning information

None at time of publication.

## ITEM 7

To **RESOLVE** to not co-opt to the casual vacancy at this stage in the election cycle

Clerk notes the following:

- The term of any new co-option would be from the co-option date to 09 May 2023 (a very short term)
- The Notice of Vacancy indicates that the WPC **MAY** co-opt to the vacancy
- The following was received from SALC in response to the Clerk's enquiry regarding the legality of choosing to not co-opt "as soon as practicable" as stated in the legislation:

*If the vacancy occurred within the final six months of the term (i.e. since 4th November) then the Council must notify the district council's Electoral Services, but there will not be a by-election (if demanded) and the council is not obliged to fill the vacancy by co-option.*

## ITEM 8

To **RECEIVE** updates from the Felixstowe Partnership and updates on Ease the Squeeze projects

## ITEM 9

To **CONSIDER** proposals regarding Green Infrastructure Workshops and Grant request £100.00

The Clerk circulated a draft proposal for Green Infrastructure workshop for a group of parishes on the west bank of the Deben to Councillors with the Supporting Documents.

It has been further advised from Greener Waldringfield that a Working Group (involving representatives from Martlesham and other groups) to plan the logistics is being formed and would welcome a WPC representative.

Greener Waldringfield had also submitted a grant application of £100.00 for consideration. Circulated to Councillors with the Supporting Documents.

## ITEM 10

To **RECEIVE** playing field monthly inspection report

Report to be circulated to Cllrs prior to the meeting.

## ITEM 11

### CLERK AND RFO REPORT

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

# Waldringfield Parish Council

## PAYMENTS LIST

### Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total	
83	Stationery/Mileage/E	01/02/2023	Unity Trust Bank	Stamps	Tesco (via J Shone-Trit	X	5.44		5.44	
84	Accounting, Website	01/02/2023	Unity Trust Bank	Google Storage	Google Commerce (via	S	1.33	0.26	1.59	
85	Warm Room / Pantry	01/02/2023	Unity Trust Bank	Printing costs	Waldringfield Primary	S X	28.00		28.00	
86	Membership Subs re l	11/02/2023	Unity Trust Bank	ICO Registration Certific	ICO	X	35.00		35.00	Direct Debit
87	Salaries	28/02/2023	Unity Trust Bank	Salary	Jennifer Shone-Tribley	X	568.75		568.75	
88	Warm Room / Pantry	06/02/2023	Unity Trust Bank	Warm Room Expenses	Milk and More (via J Elli	Z	13.50		13.50	
<b>Total</b>							<b>652.02</b>	<b>0.26</b>	<b>652.28</b>	

## RECEIPTS LIST

This is the ring-fenced locality grant from Cllr Mulcahy to assist with the costs of renovating the bend in the road sign on School Road (Red Bricks). Interest on savings account (now Suffolk Building Society) accounted for.

### Waldringfield Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	Total
13	SCC Locality Grant	24/01/2023	Unity Trust Bank	SCC Locality Grant - Sigr	Suffolk C C	X	300.00	300.00
14	Bank Interest	07/02/2023	Ipswich Building Society	Bank Interest	Ipswich Building Society	X	79.92	79.92
<b>Total</b>							<b>379.92</b>	<b>379.92</b>



# Waldringfield Parish Council

COST CENTER TO BUDGET

## Waldringfield Parish Council Summary of Receipts and Payments

All Cost Centres and Codes

### A - Receipts

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28 Precept	15,544.75	15,544.75					(0%)
30 SCC Locality Grant		300.00	300.00				300.00 (N/A)
31 SCC Footpaths Grant	275.00	276.30	1.30				1.30 (0%)
35 ES Enabling Communities Gra							(N/A)
36 Bank Interest	50.00	127.69	77.69				77.69 (155%)
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		1,785.13	1,785.13				1,785.13 (N/A)
45 New Equipment Grants	6,500.00	6,500.00					(0%)
<b>SUB TOTAL</b>	<b>22,414.75</b>	<b>24,578.27</b>	<b>2,163.52</b>	<b>1,382.00</b>	<b>1,382.00</b>		<b>2,163.52 (9%)</b>

### B - Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Salaries				6,100.00	6,256.25	-156.25	-156.25 (-2%)
2 PAYE/NI							(N/A)
3 Stationery/Mileage/Etc.				150.00	45.97	104.03	104.03 (69%)
4 Post and telephone				40.00	4.16	35.84	35.84 (89%)
5 Newsletter re 1972 LGA s14.				649.00	765.00	-116.00	-116.00 (-17%)
6 Village Hall hire				325.00	265.00	60.00	60.00 (18%)
7 Insurance				650.00	415.11	234.89	234.89 (36%)
8 Membership Subs re LGA s1				450.00	471.04	-21.04	-21.04 (-4%)
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	226.00	74.00	74.00 (24%)
12 Election Costs							(N/A)
40 Accounting, Website & Comp				625.00	197.29	427.71	427.71 (68%)
42 Professional Services				200.00		200.00	200.00 (100%)
46 Jubilee Events				1,500.00	1,183.81	316.19	316.19 (21%)
48 Warm Room / Pantry	2,455.00		-2,455.00		41.50	-41.50	-2,496.50 (-101%)
<b>SUB TOTAL</b>	<b>2,455.00</b>		<b>-2,455.00</b>	<b>11,239.00</b>	<b>10,266.13</b>	<b>972.87</b>	<b>-1,482.13 (-10%)</b>

### C - Playing Field/Recreatic

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14 Grass cutting (field)				880.00	660.00	220.00	220.00 (25%)
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	241.50	208.50	208.50 (46%)
41 AONB Grant Payments							(N/A)
47 New Equipment Budget				18,305.75	15,039.50	3,266.25	3,266.25 (17%)
<b>SUB TOTAL</b>				<b>23,015.75</b>	<b>16,455.12</b>	<b>6,560.63</b>	<b>6,560.63 (28%)</b>

# Waldringfield Parish Council

## D - Grants - s137/72 & s19

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%)
<b>SUB TOTAL</b>				<b>2,175.00</b>	<b>1,825.00</b>	<b>350.00</b>	<b>350.00 (16%)</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>24,869.75</b>	<b>24,578.27</b>	<b>-291.48</b>	<b>37,811.75</b>	<b>29,928.25</b>	<b>7,883.50</b>	<b>7,592.02 (12%)</b>
<b>V.A.T.</b>		<b>3,492.45</b>			<b>3,473.84</b>		
<b>GROSS TOTAL</b>		<b>28,070.72</b>			<b>33,402.09</b>		

# Waldringfield Parish Council

Waldringfield Parish Council		CASH FLOW STATEMENT				
		31.12.22		31.01.23		29.02.23
OPERATING ACCOUNT	JANUARY		FEBRUARY		MARCH	
Unity Trust	EXPECTED	ACTUAL	EXPECTED	ACTUAL	EXPECTED	ACTUAL
<b>CASH ON HAND (beginning of month)</b>	£17,734.57	£17,734.57	£16,754.75	£16,754.75	£18,557.47	
<b>CASH RECEIPTS</b>						
<b>Grants</b>						
Playspace grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SCC Locality Grant	£300.00	£300.00	£0.00	£0.00	£0.00	£0.00
<b>Other</b>						
Precept	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
CIL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Advertising	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
ESC Footpath Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VAT Refund	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
CoL Community Fund	£0.00	£0.00	£2,455.00	£0.00	£0.00	£0.00
<b>TOTAL CASH RECEIPTS</b>	<b>£300.00</b>	<b>£300.00</b>	<b>£2,455.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>AVAILABLE (before cash out)</b>	<b>£18,034.57</b>	<b>£18,034.57</b>	<b>£19,209.75</b>	<b>£16,754.75</b>	<b>£18,557.47</b>	<b>£0.00</b>
<b>CASH PAID OUT</b>						
<b>Administration</b>						
Salaries	£978.25	£978.25	£568.75	£0.00	£568.75	£0.00
Newsletter	£199.00	£199.00	£0.00	£0.00	£0.00	£0.00
Insurance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Hall Hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Training	£30.00	£30.00	£0.00	£0.00	£0.00	£0.00
Post/Telephone	£4.16	£4.16	£5.44	£0.00	£0.00	£0.00
Memberships	£0.00	£0.00	£35.00	£0.00	£0.00	£0.00
Other	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Website/Accounting	£51.32	£51.32	£1.33	£0.00	£364.52	£0.00
<b>Playing Fields and maintenance</b>						
Grass Cutting	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Repairs and maint'ce	£0.00	£0.00	£0.00	£0.00	£2,980.74	£0.00
Footpath cutting	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Grants</b>						
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	£0.00	£0.00	£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	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Projects expenses</b>						
PlayQuip	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Warm Rooms	£0.00	£0.00	£41.50	£0.00	£0.00	£0.00
Jubilee Expenses	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>VAT</b>	<b>£17.09</b>	<b>£17.09</b>	<b>£0.26</b>	<b>£0.00</b>	<b>£516.41</b>	<b>£0.00</b>
<b>SUBTOTAL</b>	<b>£1,279.82</b>	<b>£1,279.82</b>	<b>£652.28</b>	<b>£0.00</b>	<b>£4,430.42</b>	<b>£0.00</b>
<b>TOTAL CASH PAID OUT</b>	<b>£1,279.82</b>	<b>£1,279.82</b>	<b>£652.28</b>	<b>£0.00</b>	<b>£4,430.42</b>	<b>£0.00</b>
<b>CASH POSITION (end of month)</b>	<b>£16,754.75</b>	<b>£16,754.75</b>	<b>£18,557.47</b>	<b>£16,754.75</b>	<b>£14,127.05</b>	<b>£0.00</b>
<b>SUMMARY of ALL CASH</b>						
Unity	£16,754.75	£16,754.75	£18,557.47	£16,754.75	£14,127.05	£0.00
SBS	£8,008.95	£8,008.95	£8,088.27	£8,088.27	£8,088.27	
<b>Total cash position</b>	<b>£24,763.70</b>	<b>£24,763.70</b>	<b>£26,645.74</b>	<b>£24,843.02</b>	<b>£22,215.32</b>	



# Waldringfield Parish Council

Member of the public wrote to the Parish Council, and this was circulated to Councillors 05.02.23

*Hi Jennifer*

*Just a request (Colin Archer may also be in contact too). This morning as we came out of the village coffee morning we noticed that someone was driving away with a flat tyre and managed to stop them. It was a couple of quite elderly ladies (who I know and are regular visitors to Waldringfield and who obviously couldn't change a wheel on their own. So Colin, myself and xxxx (and a couple of others in support, stopped to help. xxx (and Colin) managed to do the wheel change ok, but the Ladies said they had got it arriving at the village hall. They hit the kerb on School rd that juts out into the carriageway and which denotes the beginning of the 20mph zone. Obviously they hit it quite hard as it burst the tyre. Colin tells me that he (or xxx had done this previously too).*

*I just wonder that if the council are doing something with the the road surface in the not too distant future if they could find a way of highlighting this road narrowing a bit more clearly. It isn't very well defined and if the sun is in your eyes very difficult to see. It is at a place where traffic has to stop to pass another car (if you know its there). I don't think there are any white lines near here whereas the speed humps do have white lines along the road edge? They may have other ways of making them more visible? There are yellow markings on the humps that makes me think they may be doing some road repairs shortly.*



Member of the public wrote to the Parish Council, and this was circulated to Councillors 07.02.23

*I just wondered if it may be possible for the PC to have a look at this bit of footpath nr Manor House which seems to flood and get very boggy each year. It seems to happen after the fields to the right get ploughed and the ditches cleaned. The ditch that runs along side the footpath is very full of water atm. It ends up also gflodding the grassy bit to the side of the left of the path which gets churned up into a sea of mud where people try to avoid the stream in the middle. I am not sure what the answer is. Could the farmer be persuaded to put a rain under the path? does the path need building up a bit here or will it just wash away? When it was first resurfaced along here we didn't seem to have the problem but it has gradually sunk into the mud over the years and got muddier down here. Last year Manor House put strings up to try and keep people off their grass. The land to the right is higher than to the left of the path.*



## ITEM 13

To **CONSIDER** responding to Public Consultations

The following consultations were forwarded to Cllrs on 01.02.23

### **Initial Consultation on the Rural Development Supplementary Planning Document**

East Suffolk Council is preparing a new Rural Development Supplementary Planning Document. This will provide guidance to support the application of policies in the adopted Local Plans on the types of development found in rural areas and provide additional detail or explanation on a broad range of rural issues and topics including barn conversions, rural worker dwellings, rural employment, tourism and rural character. Once adopted by the Council, the document will be a material consideration when deciding planning applications.

This initial consultation is to gather feedback on what the Rural Development Supplementary Planning Document should include.

- [View the initial consultation document and complete the questionnaire](#)

Comments are to be submitted by **5pm on Wednesday 15 March 2023**. All comments submitted will be considered when drafting the Rural Development Supplementary Planning Document. A formal consultation on the draft document will take place in Summer 2023.

### **Initial consultation on the Custom and Self-Build Housing Supplementary Planning Document**

East Suffolk Council is preparing the Custom and Self-Build Housing Supplementary Planning Document to provide guidance on the consideration of custom and self-build housing development proposals. Once adopted by the Council, this document will support the application of policies in the adopted Local Plans and be a material consideration when deciding planning applications.

This initial consultation is to gather feedback on what the Custom and Self-Build Housing Supplementary Planning Document should include.

- [View the initial consultation document and complete the questionnaire](#)

Comments are to be submitted by **5pm on Wednesday 15<sup>th</sup> March 2023**. All comments submitted will be considered when drafting the Custom and Self-Build Supplementary Planning Document. A formal consultation on the draft document will take place in summer 2023.

## ITEM 14

### **Request/comment received from MOP:**

*Talking to a long term resident, now much confined to her own home, this morning, the subject came up of not knowing that a neighbour's wife had died. We wonder if an update of births marriages and deaths in the parish might be helpful?*

### **Correspondence received from MOP sent to Cllrs 07.02.23 from the Chair:**

*"... whilst I love receiving the parish newsletter and any other pertinent village information, it always worries me a bit that it is on such high quality paper and so much is printed in colour - I really feel that it doesn't satisfy the village's green credentials! Personally, I am always happy to receive information such as the newsletter by email, and whilst I appreciate that not everyone has access to or confidence in using email, I wonder if those that can only receive paper copies could have it produced in a more environmentally friendly way!"*

### **Correspondence circulated to Councillors**

# Waldringfield Parish Council

**Suffolk Association of Local Councils** -NEWS BULLETIN - 12th January 2023  
**East Suffolk Council (Phil Harris)** - Voter ID - national campaign  
**National Association of Local Councils** CHIEF EXECUTIVE'S BULLETIN  
**Suffolk Association of Local Councils** HR AND PERSONNEL MATTERS  
**Community Action Suffolk** CAS Newsletter 13 01 2023  
**Community Action Suffolk** Cost of Living Impact Survey - Round 2  
**Suffolk Association of Local Councils** -NEWS BULLETIN - 16th January 2023  
**Rural Services Network** -The Rural Bulletin - 17 January 2023  
**Suffolk Association of Local Councils** SALC training bulletin 17th January 2023  
**Rural Services Network** Rural Cost of Living Survey - Your Help Needed to Encourage Participation  
**National Association of Local Councils** NALC NEWSLETTER 18 January 2023  
**Richard Livall** - Parish Biodiversity Action Plans & Ecological Assessments 20.01.23  
**National Association of Local Councils** -CHIEF EXECUTIVE'S BULLETIN 22.01.23  
**Tom Fairbrother** - A new opportunity for nature-loving young people in Suffolk and Essex  
**Stuart Halsey, East Suffolk Council** - 'Connect'  
**Suffolk Association of Local Councils** SALC training bulletin 24th January 2023  
**Suffolk Association of Local Councils** NEWS BULLETIN - 23rd January 2023  
**Rural Services Network** The Rural Bulletin - 24 January 2023  
**Simon Amstutz**- News from the AONBs  
**National Association of Local Councils** NALC NEWSLETTER 24.01.23  
**Suffolk Association of Local Councils** SALC area forum dates 2023  
**Community Action Suffolk** CAS Newsletter 26 01 2023  
**The Licencing Authority** - Exhibition of Films and Film Classification  
**Returning Officer – East Suffolk Council** - Pre-Election Period Guidance for Elections 2023  
**Suffolk Association of Local Councils** NEWS BULLETIN - 30th January 2023  
**Rural Services Network** The Rural Bulletin - 31 January 2023  
**National Association of Local Councils** NALC EVENTS – 31 January 2023  
**Suffolk Association of Local Councils** SALC training bulletin 31st January 2023  
**Tom Fairbrother** - Farming environmental grant scheme in Suffolk and Essex extended  
**National Association of Local Councils** NALC NEWSLETTER 01 Feb 23  
**Rural Services Network** RSN Rural Funding Digest - February 2023 Edition  
**Suffolk Association of Local Councils** Buckingham Palace Garden Party 2023  
**National Association of Local Councils** NALC EVENTS 02 February 2023  
**Suffolk Association of Local Councils** NEWS BULLETIN - 6th February 2023  
**Rural Services Network** The Rural Bulletin - 7 February 2023  
**East Suffolk Council** - East Suffolk Council bulb scheme for 2023  
**Green Issues** - Greenprint newsletter out now – 08.02.23  
**National Association of Local Councils** NALC EVENTS 07 February 2023  
**National Association of Local Councils** NALC NEWSLETTER 08 February 2023  
**Suffolk Association of Local Councils** SALC training bulletin 7th February 2023