



Minutes of the Parish Council Meeting held on Wednesday 22 April 2026

In attendance: Cllrs Kay, Quick, Reid, Elliot, Forsdike,

Members of the public: 4

Minutes: Clerk

Meeting opened: 18.04pm

2216

1. To RECEIVE and APPROVE apologies for absence

Cllr Gold – annual leave

Motion to **APPROVE** absences above – Proposed Cllr Kay; seconded Cllr Elliot – all in favour

2. a. To RECEIVE declarations of interest

None

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

None received

3. Public Participation – 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.

MOP wrote to the Council regarding emergency planning. Cllrs agreed Cllr Quick could respond to the MOP.

4. To APPROVE the minutes of the Parish Council meeting held on 10 March 2026

Motion to **APPROVE** Meeting Minutes of 10 March 2026 – Proposed Cllr Elliot; Seconded Cllr Quick – all in favour of those who were in attendance – (all)

5. a. To CONSIDER Planning Applications for COMMENTS:

a.i) Reconsideration - DC/26/0031/FUL - Extension to existing garage/annexe building and formation of a new vehicular access (existing 2 number accesses to be sealed). - Waldringfield Lodge, Sandy Lane, Waldringfield, Woodbridge, Suffolk IP12 4QY – Planning Officer G Heal; Deadline 28 April 2026.

Cllr Elliot reviewed the reasons the WPC did not support the application previously. New documents have been submitted on the portal. These new documents were reviewed and discussed in relation to considerations raised in previous response including proposed new hedging, which councillors agreed was an improvement. The lighting plan (including AONB responses) was discussed at length, including new lighting changes proposed that were not available on the portal.

Following discussion Councillors agreed that the position remains unchanged as documents referred to in AONB correspondence are not available on the portal thus not available to the council.

Motion to **RESPOND** as above – Proposed Cllr Kay; Seconded Cllr Elliot – all in favour

b. To NOTE any application decisions received – see separate list

Cllrs noted.

2217

6. a. To DISCUSS the Playing Field Inspection report

Cllr Forsdike discussed photos provided and recent damage to the new mound equipment. Following discussion of the situation and the damage that is present and in need of repair. The repairs are to replace the excavated soil, and to re-seed the area as it is now without grass.

Cllr Forsdike recommends 4 cubic meters of soil to replace the existing, plus matting and re-seeding. There was discussion about contacting members of the public who had previously assisted with the clearing work to see if they could assist in the repairs.

It was also noted that cycling was also undertaken on some of the equipment. However, this appears to have been resolved as no further evidence has been observed.

Cllrs also discussed a communication to residents to prevent a reoccurrence once repairs are undertaken.

Cllr Forsdike noted positively that the area remains very popular and he noted that there were close to 30 members of the public enjoying the space this afternoon.

MOP asked to be recognised and very generously agreed to donate the soil required for the repairs.

Motion to **APPROVE** repairs budget of up to £300.00 to secure matting a grass seed required – Proposed Cllr Kay; Seconded Cllr Elliot – all in favour.

ACTION: Clerk and Chair will send a communication to residents regarding the damage and repairs required.

ACTION: Cllr Forsdike to contact previous helper to discuss the possibility of assisting in the repairs.

ACTION: Cllr Forsdike to obtain quotations for costs of matting and seed, Clerk to purchase required materials to complete repairs

ACTION: Cllr Forsdike to liaise with member of the public regarding the soil.

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

Motion to **APPROVE** list of payments – Proposed Cllr Kay; Seconded Cllr Reid – all in favour

ACTION: BACS payments to be approved by Cllrs Kay and Reid.

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

Cllr Quick would like to discuss the scope Rural Exception Site / Community led housing.

Meeting closed at 18:49pm

2218

ACTION POINTS

Playing Field - Clerk and Chair to draft a communication to residents regarding the damage and repairs required (circulate to Cllrs for review); Cllr Forsdike to contact previous volunteer helper to discuss the possibility of assisting in the repairs; Cllr Forsdike to obtain quotations for costs of matting and seed, Clerk to purchase required materials to complete repairs; Cllr Forsdike to liaise with member of the public regarding the soil.

Planning – Cllr Elliot and Clerk to respond to Planning Application by deadline

Finance: Cllrs Kay and Reid to approve payments

Communications Clerk to add Rural Exception Site communication to the agenda in May to discuss scope of the project.

Waldringfield Parish Council

SUPPORTING DOCUMENTS 22 APRIL 2026

ITEM 4

4. To **APPROVE** the Minutes the Parish Council Meeting held on 10 March 2026
Draft minutes were circulated to Councillors with the Agenda and are available on the website.

ITEM 5

5. **a.** To **CONSIDER** Planning Applications for **COMMENTS:**
a.i) Reconsideration - DC/26/0031/FUL - Extension to existing garage/annexe building and formation of a new vehicular access (existing 2 number accesses to be sealed). - Waldringfield Lodge, Sandy Lane, Waldringfield, Woodbridge, Suffolk IP12 4QY – **Planning Officer G Heal; Deadline 28 April 2026.**

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

DC/26/0325/TPO | Received date: Tue 27 Jan 2026 | Status: **Application Permitted** | Case Type: Planning Application

T10 of TPO No. 191/2005 1no. Oak (marked on map) - Re-pollard to previous pruning points - Little Stubbs Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL

DC/26/0648/TPO | Received date: Tue 17 Feb 2026 | Status: **Application Permitted** | Case Type: Planning Application

TPO No. 262 / 2016 - 1no. Oak (T1 on Order) - Undertake construction shown in document reference 'S265278/01 REVISION 04' - Eureka Cliff Road Waldringfield Suffolk

DC/26/0649/FUL | Received date: Tue 17 Feb 2026 | Status: **Application Permitted** | Case Type: Planning Application

Front addition to form hall extension, boot room under existing roof line and detached cartlodge - Riffhams Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL

ITEM 6

6. **a.** To **RECEIVE** the Playing Field Inspection report
Cllr Forsdike circulated concerns regarding the playing field equipment as follows:

Picture 1



The excavation of the soil from below the concrete support and the removal from the top of the tunnel.

Picture 2



Holes created by sticks used to undermine foundations

Picture 3



My initial attempt to re-instate the soil to stop any further possible water erosion

Picture 4 (Taken the next day)



the soil had been removed again, also observed the beginnings of excavations on the other end of the tunnel

Picture 5



Area cordoned off for safety

As of 11th April 2026, site is as above in photo

Waldringfield Parish Council

ITEM 7

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

PAYMENTS LIST

Waldringfield Parish Council										
PAYMENTS LIST										
Vouch	Code	Date	Bank	Description	Supplier		VAT	Net	Total	
1	PAYE/NI	10/04/2026	Unity Trust Bank	PAYE & NI	HMRC	X	47.16		47.16	
3	Village Hall hire	10/04/2026	Unity Trust Bank	Village Hall Hire	Waldringfield Villa	Z	330.00		330.00	
4	Accounting, Website & Co	10/04/2026	Unity Trust Bank	Google Storage	Google Commerce	S	1.33	0.26	1.59	
2	Warm Welcome	10/04/2026	Unity Trust Bank	Warm Room/Pantry sup	Waldringfield Villa	Z	220.00		220.00	
6	Warm Welcome	10/04/2026	Unity Trust Bank	Warm Room/Pantry sup	J Elliot	X	122.38		122.38	
8	Salaries	13/04/2026	Unity Trust Bank	Salary	Jennifer Shone-Trit	X	961.63		961.63	
7	PAYE/NI	13/04/2026	Unity Trust Bank	PAYE & NI	HMRC	X	81.69		81.69	
5	Accounting, Website & Co	30/04/2026	Unity Trust Bank	Banking service charge	Unity Trust Bank	X	7.00		7.00	
Total								1,771.19	0.26	1,771.45

ITEM 8

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

General Correspondence circulated to Councillors

Rural Services Network - Your Free RSN Weekly Newsletter - 4 March 2026

National Association of Local Councils Chief executive's bulletin - 5 March 2026

Society of Local Council Clerks News Bulletin - 5 March 2026

Sizewell C - Sizewell C construction update 06.03.26

Wegg, Kevin - Funding Opportunities 5 3 26

East Suffolk Planning - Housing and Employment Land data published 09.03.26

Suffolk Association of Local Councils NEWS BULLETIN - 9th March 2026

Society of Local Council Clerks SLCC Weekly News Digest - 09/03/2026

National Association of Local Councils NALC events 10.03.26

Suffolk Association of Local Councils Suffolk Highways – Town, Parish Council & Parish Meeting Survey 10.03.26

Rural Services Network Your Free RSN Weekly Newsletter - 11 March 2026

East Suffolk Council - East Suffolk Placeshaping Project – Workshop Follow Up & Community Engagement 11.03.26

National Association of Local Councils Chief executive's bulletin - 12 March 2026

Suffolk Association of Local Councils NEWS BULLETIN - 16th March 2026

Society of Local Council Clerks SLCC Weekly News Digest - 16/03/2026

Deben Estuary Partnership - Minutes from the Deben Estuary Partnership Steering Group Meeting - Thursday 12 March 2026 17.03.26

National Association of Local Councils NALC events 17.03.26

Society of Local Council Clerks News Bulletin - 18 March 2026

Rural Services Network Your Free RSN Weekly Newsletter - 18 March 2026

East Suffolk Planning Policy - East Suffolk Call for Sites 18.03.26

National Association of Local Councils Chief executive's bulletin - 19 March 2026

Shinnie, Sarah - Outdoor Playing Space Fund – Martlesham 23.03.26

Waldringfield Parish Council

East Suffolk News from East Suffolk: Public invited to share views on their local area 19.03.26

East Suffolk Planning Policy - East Suffolk Call for Sites [OFFICIAL] 23.03.26

East Suffolk Planning Policy - Planning Policy and Building Control newsletter 24.03.26

National Association of Local Councils NALC events 24.03.26

Suffolk Association of Local Councils NEWS BULLETIN - 23rd March 2026

Suffolk Association of Local Councils SALC training bulletin 24th March 2026

National Association of Local Councils - Hi Jennifer, we've launched a new toolkit to help you engage with MPs and parliamentarians 25.03.26

Rural Services Network Your Free RSN Weekly Newsletter - 25 March 2026

Suffolk Association of Local Councils Local Government Re-organisation (LGR) in Suffolk - Government Decision 25.03.26

National Association of Local Councils Chief executive's bulletin - 26 March 2026

Suffolk & Essex Coast & Heaths National Landscape News from the National Landscapes 27.03.26

Suffolk Association of Local Councils SALC training bulletin - Suffolk Highways Forums for 2026

Matthew Hicks - A message from Councillor Matthew Hicks, Leader of Suffolk County Council, to town and parish councils. 26.03.26

Suffolk Association of Local Councils Introducing SALC's HR Advice Service - Now Available to All Member Councils 27.03.26

Suffolk Association of Local Councils NEWS BULLETIN - 30th March 2026

Sizewell C - Sizewell C construction update 31.03.26

Rural Services Network Your Free RSN Weekly Newsletter - 1 April 2026

Society of Local Council Clerks News Bulletin - 1 April 2026

National Association of Local Councils Chief executive's bulletin - 2 April 2026

Wegg, Kevin - Funding Opportunities 2 4 26 [OFFICIAL]

Society of Local Council Clerks SLCC Weekly News Digest - 06/04/2026

National Association of Local Councils NALC events 07.04.26

EA3 - East Anglia Three project update 07.04.26

Suffolk Association of Local Councils SALC training bulletin 7th April 2026

Sizewell C Community Newsletter 09/04/26

National Association of Local Councils Chief executive's bulletin - 9 April 2026

Rural Services Network Your Free RSN Weekly Newsletter - 9 April 2026

Suffolk Preservation Society - Neighbourhood Planning Workshop - 16th May at 10am 09.04.26

Suffolk Association of Local Councils Suffolk Highways Forums - new topics and dates - BOOK NOW!! 08.04.26

Suffolk Association of Local Councils SALC Annual General Meeting 2026 - Book now Thursday 9th July 13.04.26

East Suffolk Place Shaping - East Suffolk Place Shaping Walking Tours & Ongoing Engagement 14.04.26

National Association of Local Councils NALC events 14.04.26

Suffolk Association of Local Councils NEWS BULLETIN - 14th April 2026

East Suffolk Rural Exception Site / Community Led Housing [OFFICIAL] 14.04.26

Suffolk Association of Local Councils SALC training bulletin 7th April 2026 14.04.26

Society of Local Council Clerks SLCC Weekly News Digest - 13/04/2026

East Suffolk Community Emergency Plan Workshop - 29/04/26 - 16.04.15

Public Sector Executive - Hear from the Ministry of Housing, Communities & Local Government & the University Of Nottingham in this Panel - 15.04.26

Rural Services Network Your Free RSN Weekly Newsletter - 15 April 2026

East Suffolk Community Partnerships- Community Partnership Forum- save the date - 22 October 2026 16.04.26

National Association of Local Chief executive's bulletin - 16 April 2026