



**1557 Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup> August 2014**

Present: Councillors Kay, Videlo, Matheson, Archer, Elliot, Rayner, Gold and Winship, SCC Cllr O'Brian and one member of the public

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllr Reid, SCDC Cllr Falconer, Suffolk Police.

- 2 **DECLARATIONS OF INTEREST** – None

To **RECEIVE** and **APPROVE** non-delegated DPI dispensations requested by a councillor  
None received

**Parish Issues – an opportunity for members of the public to bring matters to the attention of the Council and for parishioners to seek guidance from the Council**

Mr S Carter spoke, with reference to Item 11, as the owner of a neighbouring property, expressing his concern about potential severe damage to it.

To **RECEIVE** reports from:

- a) County Councillor and Suffolk Coastal District Councillor Patricia O'Brien – offered congratulations re the Flood Defence funding
- b) Suffolk Coastal District Councillor Veronica Falconer – nothing to add to last month's report.
- c) Suffolk Police – report noted.

- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 8<sup>th</sup> July 2014 Proposed by Cllr. Kay, seconded by Cllr. Elliot. **AGREED** by all present at the meeting.

4. **Matters for REPORT and REVIEW of ACTION POINTS** from the minutes of the Parish Council Meeting held on 8<sup>th</sup> July 2014.

**For report** - No response yet from SDC re Spinnaker

**On-going** – **Proposed change to Footpath 10 Brightwell together with associated circular route.** **Action** None feasible for the time being - Further action **deferred**

**On-going** - **Report re Triangle Area** **Action:** CFK to research and approach WPC with costs.

**In progress** - **Road safety and lawful use of footpaths** **Action:** SCC to erect signs

**On-going** - **Footpath 12** Quote received for FP12 extension, but trade-off to be sought with removal of FP 15 from schedule. **Action:** Clerk to liaise with contractor on cost trade-off

**In progress** - **Damage to the playing field fort barricade** Completed works considered to be less than satisfactory - payment withheld. **Action:** Contractor to contact Cllr Archer

**On-going** - **Village Way** SCC/Flagship Housing/SCDC now involved. **Action:** Cllr O'Brien provided an update from SCC – further information to come

**In progress** - Review of the Council's Insurance Policy with the individual asset valuations to be reassessed in the next few months. Play area assets inspected **Action:** Clerk to update policy

**In progress** - **Refurbishment of the Litter Bin compound.** **ACTION** – the Clerk to establish specifications and find suitable contractors to provide a durable replacement, funded in part or whole from the SCC Locality Budget grant. Other possible contractors were suggested.

**In progress** - **The archiving/disposal of the Parish Council records and old files.** **ACTION** – Clerk to evaluate and report proposal

**In progress** - **Purchase of a Defibrillator (AED) for general use in the Village.** **ACTION:** Awaiting delivery / box to be connected

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# WALDRINGFIELD PARISH COUNCIL

1558

*With the agreement of the Council, the Chairman brought forward Item 11*

- 11 To **CONFIRM** expenditure and **CONSIDER** further work on the playing field trees  
After extensive discussion and having received one quotation for two possible solutions, the Council instructed the Clerk to seek further quotations for the works, to incorporate advice (if available) that would include the possibility of a phased approach to the works. The interim expenditure to remove hanging branches at a cost of £120.00 and a further £80 for removal of the conifer branch was approved - proposed by Cllr Kay, seconded by Cllr Videlo, **AGREED** by all.  
**ACTION:** Clerk to obtain further advice and quotations
- 5a To **CONSIDER** Planning Applications for **COMMENTS:**  
**Littlefield, Mill Road, Waldringfield DC/14/1808/FUL**– change of use of part of field from agricultural to residential use. **NO OBJECTION** Proposed by Cllr Rayner, seconded by Cllr Gold, **AGREED** by all  
**Hut 2, Riverside 14/2042/FUL**- replacement of derelict hut – **APPROVED** Proposed by Cllr Rayner, seconded by Cllr Elliot, **AGREED** by all  
To **NOTE** any application decisions received - None  
Any other application decisions received before the meeting - **DC/14/1867/FUL Littlefield Mill Road** - Proposed ground floor extension and alterations (2<sup>nd</sup> Application) - Application Permitted
- 5b To **REVIEW** and **COMMENT** on the new East Anglia THREE offshore wind-farm - **NOTED**
- 6 To **RECEIVE** an update on matters relating to the 2013 Tidal Surge. Total cost of the flood defences would be just under £1 million, the majority of which was already funded – Phase 1 (wall around quay) due to start shortly. The Council wished to record its congratulations to all concerned and looked forward to Phase 2 and its own involvement with the plans for that stage of the works.
- 7 To **RECEIVE** the final response on the 2014 Annual Return from the External Auditor - **NOTED** and **APPROVED**. Proposed by Cllr Kay, seconded by Cllr Videlo, **AGREED** by all
- 8 To **RECEIVE** and **APPROVE** the Waldringfield Emergencies Resilience Plan – Cllr Winship spoke to the draft Plan and there was considerable discussion. **DEFERRED** -Comments to be forwarded to Cllr Winship prior to the next meeting with the view that the Plan should be ratified then
- 9 To **CONSIDER** the Parish Plan Survey and related costs - Costs of £500, to be funded from the SCC Locality Budget rolled over from last year, were **APPROVED**. Proposed by Cllr Kay, seconded by Cllr Rayner, **AGREED** by all.
- 10 To **CONSIDER** expenditure on the Church Field notice board – **DEFERRED** to the next meeting
- 12 To **DISCUSS** the issue of pigeon control in the Parish. No action to be taken by the Parish Council, Cllr Matheson to seek advice from SCDC
- 13 To **CONSIDER** expenditure on a replacement grit bin on the Manor House footpath. Repairs would be attempted. **ACTION** The Village Handyman to be asked to clear undergrowth around all bins
- 14 **CLERK AND RFO REPORT Clerk**  
a) To **CONSIDER** items of expenditure and sign cheques accordingly

## Waldringfield Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
24	Salaries	06/08/2014		Bardays Community A	100808	Monthly Salary	Mr D Lines	X	321.00	0.00	321.00
25	Stationery/Mileage/Etc.	06/08/2014		Bardays Community A	100809	Travel Expenses	Mr D Lines	E	12.00	0.00	12.00
26	Post and telephone	06/08/2014		Bardays Community A	100809	Postage	Mr D Lines	E	18.06	0.00	18.06
27	Audit	06/08/2014		Bardays Community A	100810	Audit Fee	BDO LLP	S	100.00	20.00	120.00
28	Repairs/Maintenance	06/08/2014		Bardays Community A	100811	Tree Surgery	J Naylor	X	120.00	0.00	120.00
29	Grass cutting (field)	06/08/2014		Bardays Community A	100812	Grass-cutting -field	SCL Landscape Management	S	60.00	12.00	72.00
30	General Grants	06/08/2014		Bardays Community A	100813	Defibrillator AED	Community Heartbeat Trust	E	2,100.00	0.00	2,100.00
31	All Saints Church OSA 1906	06/08/2014		Bardays Community A	100814	Grant	Waldringfield PCC	X	500.00	0.00	500.00
32	Wildlife Group	06/08/2014		Bardays Community A	100815	Grant	Waldringfield Wildlife Group	X	100.00	0.00	100.00
33	Church Field re OSA 1906 s19	06/08/2014		Bardays Community A	100816	Grant	Waldringfield Church Field Tr	X	400.00	0.00	400.00
34	Village Hall LGA 1976 s19	06/08/2014		Bardays Community A	100817	Grant	Waldringfield Village Hall Tru	X	500.00	0.00	500.00
35	Village Hall Hire	11/08/2014		Bardays Community A	100818	Village Hall Hire	Waldringfield Village Hall Tru	E	250.00	0.00	250.00
36	Grass cutting (field)	11/08/2014		Bardays Community A	100819	Grass-cutting -field	SCL Landscape Management	S	60.00	12.00	72.00
37	Footpath Maintenance	11/08/2014		Bardays Community A	100819	Footpath cutting	SCL Landscape Management	S	190.00	38.00	228.00
Total									4,731.06	82.00	4,813.06

**Total Payments - £4,813.06**

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b) **Income received between 1 – 31 July 2014** None

c) **Balances held at Bank 31/07/2014 and Building Society as at 30/04/2014**

Bank **£ 6,670.32** (31 July Bank statement provided and initialled) Building Society **£7,437.91** (30 April statement previously provided).

It was **RESOLVED** to accept Items a), b) and c) together with Accounts/Budget and Bank reconciliation and these were signed accordingly. Proposed Cllr Kay, seconded Cllr Elliot, all **AGREED**.

Future cash flow was noted as were those organisations which agreed to co-fund the AED

13 To **CONSIDER** any Correspondence received before the meeting - **NOTED**

14 **PARISH MATTERS for next Agenda** – Church Field notice board – Emergencies Resilience Plan  
- Playing Field Trees - Litter bin compound

**The Chairman closed the meeting at 10.05 pm**

## **REVIEW OF ACTION POINTS AS AT 19 August 2014**

### **Ongoing – Proposed change to Footpath 10 Brightwell together with associated circular route**

Landowner's agent stated, whilst the bridleway proposals would be received positively, no action would be taken before outline planning permission for the Adastral Park development had been approved and that any attempt to arrange a separate application would probably be opposed by BT as the main landowner **Action** None feasible for the time being. (11/2/2014) Further action **deferred** (*Abbreviated note from action points of June 2014*)

### **On-going - Report re Triangle Area.**

The Village Hall Committee and School had agreed to gateways subject to Legal Agreement. The gateways and gates were now in place. The School would like to improve the section of the footpath up to the proposed gateways and would bring their plans to the Parish Council in due course. Cllr Reid met the Headteacher for further discussions and CFK to research and approach WPC with costs. (*Abbreviated note from action points of June 2014*)

**In progress - Road safety and lawful use of footpaths.** Road Safety – Cllr Winship sent map and proposal to Village Safety Group Footpaths – **Action**: Clerk reported informal discussion with SCC about footpaths which led to an offer of signs to encourage cyclists' cooperation in protecting River Wall footpath, which has been accepted **Action**: Awaiting SCC to erect signs

**In progress - Footpath 12** Cllr Gold has been in touch with Highways, who agree to a potential handover of responsibility for the upper section of FP12. Quote received from contractor for FP10 extension, but trade-off to be sought with removal of FP 15 from schedule. SCC advised of changes. Cllr Gold reported that the SCC contractor had cut the footpath (June 2014), and that it was decided to postpone the change of contractor until 2015. **Action**: Clerk to liaise with contractor on cost trade-off. (*Abbreviated note from action points of June 2014*)

**In progress -Damage to the playing field fort barricade** Cllr Archer considered the completed works to be less than satisfactory: Meeting with contractor to resolve outstanding issues, pending which payment to be withheld. **Action**: Contractor made contact and given Cllr Archer's email and telephone number (*Abbreviated note from action points of June 2014*)

**On-going - Village Way** Clerk provided update for Nov meeting. No resident-led campaign apparent. Clerk corresponded with SCC Cllr O'Brien, who has contacted officers seeking guidance on possible remedies and sources of funding. Flagship Housing/SCDC were now involved Chairman met Malcolm King, but nothing new to report from meeting two years ago **Action**: Cllr O'Brien provided an update from SCC – further information to come

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**In progress** Review of the Council's Insurance Policy with the individual asset valuations to be re-assessed in the next few months. Play area assets inspected **Action**: Clerk to adjust insurance valuations and ensure coverage of omissions (where accepted), including the tennis court surface. Discussion on the provision of new equipment from the SCDC Play Space fund was deferred.

**In progress - Refurbishment of the Litter Bin compound. ACTION** – the Clerk to establish specifications and find suitable contractors to provide a durable replacement, funded in part or whole from the SCC Locality Budget grant.

**In progress - The archiving/disposal of the Parish Council records and old files.**

**ACTION** – Clerk to evaluate and report proposal

**In progress - Purchase of a Defibrillator (AED) for general use in the Village.** After discussion, it was **AGREED** to seek contributions from community organisations. After review, it was **AGREED** to set a budget of £2,100 plus £100 installation costs **AND** purchase the kit for the outdoor- located defibrillator. It was **NOTED** and **AGREED** that the Parish Council's share of the purchase cost would be £600 or less plus modest maintenance costs. **ACTION**: Awaiting delivery / box to be connected

**In progress - Expenditure and further work on the playing field trees.** After extensive discussion and having received one quotation for two possible solutions, the Council instructed the Clerk to seek further quotations for the works, to incorporate advice (if available) that would include the possibility of a phased approach to the works. The interim expenditure to remove hanging branches at a cost of £120.00 was approved – proposed by Cllr Kay, seconded by Cllr Videlo, **AGREED** by all. **ACTION**: Clerk to obtain further advice and quotations. Requests sent.

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