



**1539 Minutes of the Parish Council Meeting held on Tuesday 11<sup>th</sup> March 2014**

Present: Councillors Kay, Videlo, Matheson, Winship, Gold, Archer, Reid, and Rayner. SCDC Cllr Falconer, Mr Jon Wilkins re Item 10 and two residents re Item 5

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllr Elliot (illness)  
PCSO Glynn Bown (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 Jon Wilkins updated the Council on conclusions from a number of meetings about the Tidal Surge and likely future remedial action. An Environment Agency drop-in meeting was scheduled for March 26<sup>th</sup>. Political support at several levels was critical to obtaining sufficient funding.

Two residents advised the Council of the adverse impact suffered by them arising from the development on the former Broomstubs site and sought the Parish Council's intervention.

To **RECEIVE** reports from:

- a) County Councillor and Suffolk Coastal District Councillor Patricia O'Brien – None
- b) Suffolk Coastal District Councillor Veronica Falconer – A short verbal briefing
- c) Suffolk Police – No crimes reported

- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 11<sup>th</sup> February 2014. Minutes proposed by Cllr. Kay, seconded by Cllr. Matheson. **AGREED** by all present at the meeting

4. **Matters for REPORT and REVIEW of ACTION POINTS** from the Parish Council Meeting held on 11<sup>th</sup> February 2013.

**Footpath 12** - the contractor had eventually made contact and an estimate for the extra grass-cutting would be submitted soon. Responsibility for over-hanging trees needs identification – Cllr Gold to contact SCC/Martyn Williams to establish the process for resolving the situation

**Playing Field Fort** -. Work would commence on the Fort shortly.

**On-going** – **Proposed change to Footpath 10 Brightwell together with associated circular route.** Clerk contacted landowner's agent and received a prompt reply, indicating that, 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, the main landowner  
**Action** None feasible for the time being

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

**Action:** CFK to research and approach WPC with costs – further progress.

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

**On-going** - **Footpath 12** had been cut by the two contractors. Cllr Gold/Clerk to explore change of contract so that FP12 is under the control of WPC's contractor. Details of SCC contractor terms will result in reduced grant next year **Action:** Still awaiting response from contractor

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## WALDRINGFIELD PARISH COUNCIL

1540

**In progress - Damage to the playing field fort barricade** Broken components removed and sections made safe. No warranty. Further damage/decay reported. Decision made to repair

**Action:** Contractor to carry out repairs. Despite reminders, still awaiting response

**On-going - Village Way** Clerk provided update for Nov meeting. No resident-led campaign apparent **Action:** 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

**On-going** - Review of the Council's Insurance Policy with the individual asset valuations to be reassessed in the next few months. **Action:** Clerk to review Feb

- 5 To **CONSIDER** any action to take about the development (formerly) known as Broomstubbs. After much discussion, it was **RESOLVED** that (subject to factual confirmation and circulation of the draft) the Clerk would write to the Planning Department of Suffolk Coastal District Council expressing concerns about a number of unsatisfactory aspects of the developments, with a copy to be sent to Suffolk County Council and Suffolk Fire Authority in their capacity as statutory consultees.
- 6 To **CONSIDER** Planning Applications for **COMMENTS:** None  
Any other applications received before the meeting – **Hut 27 Riverside – demolition of existing beach hut and construction of replacement beach hut, with no change of use.**  
It was **RESOLVED** to support the application. Proposed by Cllr Videlo, seconded by Cllr Reid, **AGREED** by all  
To **NOTE** any application decisions received - None  
Any other application decisions received before the meeting – **Littlefield Mill Road - Refusal**
- 7 To **CONSIDER** the condition of the village roads and footpaths, including road sweeping, grass cutting and line markings. It was **AGREED** that letters would be written to the following:  
**Suffolk County Council** – pointing out the danger of erased road markings in the village  
**Suffolk County Council** – to confirm the process for enforcing landowners' responsibilities for the control of vegetation overhanging the highway  
**Suffolk Coastal District Council** – to ensure the clearance of mud and detritus in the winter months
- 8 To **CONSIDER** and **APPROVE** the Draft Agenda for the Annual Parish Meeting. The format, as in previous years, was discussed and **APPROVED**
- 9 To **CONSIDER** the method of conducting the annual review of employee contracts ahead of the Annual Parish Council Meeting in May. It was **AGREED** that the Chairman would organise a Working Party to prepare a report for the May meeting - Proposed by Cllr Reid, seconded Cllr Videlo, **AGREED** by all
- 10 To **RECEIVE** an update (as appropriate) on the matters relating to the recent Tidal Surge. Following the full discussion in the public session, there was nothing further to add. Meetings on 26/3 and 31/3 were noted
- 11 To **CONSIDER** the acceptance of promotional articles and posters from local and central Government, and from other key organisations, for publication in the Parish Newsletter. The Council gave guidance to the Clerk, specifically that small (A6, preferably less) advertisements were acceptable in the newsletter on a discretionary basis, most likely referring the reader to the much larger advertisement on the parish website.
12. **CLERK AND RFO REPORT**
- a) To **CONSIDER** items of expenditure and sign cheques accordingly.  
**Mr D Lines - £333.80** Salary for 1 – 31 March, post-dated to 25<sup>th</sup> March 2014  
**Mr D Lines - £22.80** March Travel Expense (£12.00) and Postage (£10.80)  
**Mr R Lord – £51.20** Annual rose pruning and clearance  
**Bettaprint - £113.00** Print and fold 240 copies of the Parish newsletter  
**HMRC - £215.60** PAYE periods 10, 11 & 12.

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## WALDRINGFIELD PARISH COUNCIL

1541

### 12..... **Total Payments - £736.40**

Cllr Kay proposed agreement of the total expenditure a) above. Seconded by Cllr Archer and all **AGREED**.

#### b) **Income received between 1 – 28 February 2014**

**Di Taylor - £12.00** Newsletter Advertising fee

**Total receipts - £12.00**

#### c) **Balances held at Bank 28/02/2014 and Building Society as at 15/10/2013**

Bank **£3,777.61** (28 February Bank statement provided and initialled) Building Society **£7,437.91** (30 November statement previously provided). It was **RESOLVED** to accept Items b) and c) together with Accounts/Budget and Bank reconciliation and these were signed accordingly. Proposed Cllr Videlo, seconded Cllr Kay, all **AGREED**.

### 13 To **CONSIDER** any other Correspondence received before the meeting.

Dr Therese Coffey MP – relocation of constituency office

Local Government Boundary Commission – Draft recommendations

### 14 **PARISH MATTERS for next Agenda Action:** Clerk

1. Footpath 12. 2. Pedestrian footpath at junction of Fishpond road.

**The Chairman closed the meeting at 9.30 pm**

## **REVIEW OF ACTION POINTS AS AT 18 March 2014**

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

Reinstated pathway needs to be bridleway, application to start now as process can take years. The footpaths will be reinstated between 2025 and 2036, by which time everyone will have forgotten that they were being used as bridleways. The Council has agreed that Waldringfield, with Brightwell and Martlesham, will pursue change to Footpath 10, to be reinstated as a bridleway and continue the circular route involving other footpaths to be identified. Brightwell Parish Council is expecting to take the formal lead in the application. WPC will have a strong involvement, if not leadership role in re-designating the circular route. A formal claim is not necessary "if all landowners involved are prepared to accept and dedicate a new or upgraded public right of way". Further progress made, identifying specific location, landowners, etc. Clerk contacted landowner's agent and received a prompt reply, indicating that, 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**

**On-going** - **Report re Triangle Area**. Cllr Reid had reported that the Village Hall Committee were in conversation with the School with regard to an entrance to the school from the Village Hall Car Park, across the footpath and into the school. This may ease the necessity of pupils and parents using the triangle as a crossing point. Cllr Reid had also reported that the Village Hall Committee were happy to agree to Emergency Access for the School across the footpath and into the Village Hall car park on a licensed revocable basis. The Village Hall and the School had also reached agreement on gates each side of the footpath. The school had made every effort to determine ownership of the footpath but to no avail, so it was deemed OK to install the gates. However some sycamore trees may need to be removed to accommodate the gates and the Parish Council felt that the Tree Warden should be involved.

Cllr Reid had contacted Christine Fisher Kay, the Tree Warden, who felt the suggested work was OK. The trees are on School land, not the footpath. 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. Project moving slowly.

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**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

**On agenda** - **Footpath 12** had been cut by the two contractors. Cllr Gold/Clerk to explore change of contract so that FP12 is under the control of WPC’s contractor. Details of SCC contractor terms will result in reduced grant next year. **Action:** Following clarification of proposed changes, the contractor has been contacted for a response to those proposals. Reminders sent. Quotation now expected. Cllr Gold has been in touch with Highways, who agree to a potential handover of responsibility for the upper section of FP12

**In progress** -**Damage to the playing field fort barricade** Broken components removed and sections made safe. No warranty. Further damage/decay reported. Decision needed to repair or replace (£8,182 in SCDC Play Space Fund) Cllr Archer to obtain quotations, now accepted.

**Action:** Contractor to carry out repairs. Reminders sent. Contractor advised that work will commence the week of March 10th

**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

**Action:** SCC officers to respond

**On-going** Review of the Council’s Insurance Policy with the individual asset valuations to be re-assessed in the next few months. **Action:** Clerk to review June/July

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