



1545 Minutes of the Parish Council Meeting held on Tuesday 13th May 2014

Present: Councillors Kay, Videlo, Matheson, Gold, Archer, and Elliot, SCC Cllr O'Brien, SCDC Cllr Falconer and PCSO Glynn Bown. Mr Jon Wilkins and others re Item 6

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllrs Rayner, Reid and Winship

- 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 about agreed flood defence work. Environment Agency Meetings led to agreement for a match-funded community scheme to be included in the Deben Estuary Plan and this would be introduced to the local community at a public meeting on May 15th. As a split project, work on Phase 1 - Flood Cell 10 - is scheduled to start in June/July, subject to Planning issues being resolved. Phase 2 would address the area from Heron's Kiln and environs

To **RECEIVE** reports from:

- a) County Councillor and Suffolk Coastal District Councillor Patricia O'Brien – Spoke to report
- b) Suffolk Coastal District Councillor Veronica Falconer – Spoke about the role played by Therese Coffey MP in supporting the Flood Defence Group's work
- c) Suffolk Police PCSO Glynn Bown – Spoke to report

- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 11th March 2014. Minutes 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 Parish Council Meeting held on 11th March 2014.

Playing Field Fort –

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 – further progress.

In progress - Road safety and lawful use of footpaths

Action: SCC to erect signs

On-going - Footpath 12 Quote received from contractor for FP10 extension, but trade-off to be sought with removal of FP 15 from schedule. SCC to be advised of changes.

Action: Clerk to liaise with contractor on cost trade-off

In progress - Damage to the playing field fort barricade Cllr Archer considered the completed works to be less than satisfactory.

Action: Meeting with contractor to resolve outstanding issues, pending which payment to be withheld

On-going - Village Way SCC/Flagship Housing/SCDC now involved.

Action: Chairman to meet Malcolm King

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 June/July

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WALDRINGFIELD PARISH COUNCIL

1546

- 4 11 March Item 5 - Broomstubs. Following the response from SCDC to the Council's letter, the Clerk was instructed to issue a Freedom of Information request for all correspondence relating to the removal of the 'scrub' oak.
11 March Item 7 - work was progressing on line painting, foliage control and mud clearance
- 5 To **CONSIDER** Planning Applications for **COMMENTS:**
Glenwood, Cliff Road. 14/1271/FUL - Single-story extension to main house/new external staircase, door and window to existing cartlodge - **APPROVED**, subject to no damage to the adjacent hedge - proposed by Cllr Gold, seconded by Cllr Elliot, **AGREED** by all
Hut 29, Riverside - 14/1234/FUL - addition of a new storeroom, bunk bed to existing timber hut/ new window/new deck. **OPPOSED** because of its prominent position on the river front, the proposal was out of context with the surrounding area and disproportionately large, constituting over-development. Proposed by Cllr Gold, seconded by Cllr Elliot, **AGREED** by a majority
Any other applications received before the meeting.
Land adjacent to East View, School Road Non-material amendment to renewal of planning permission to erect a chalet bungalow with garage. No consultation required - however, the Parish Council instructed the Clerk to seek the opportunity to be consulted on the application
To **NOTE** any application decisions received - None
Any other application decisions received before the meeting
14/0567/FUL Curlew Cottage , 3 Deben Lane - construction of garage - **REFUSED**
14/0640/FUL Hut 27, Riverside - demolition and replacement - **GRANTED**
General - Following discussion on the provision of information about planning decisions, it was **AGREED** that a link should be created on the Council's section of the Parish website to the SCDC Planning Portal
- 6 To **RECEIVE** an update (as appropriate) on the matters relating to the recent Tidal Surge
The progress reported at the beginning of the meeting by Mr Wilkins was **NOTED**
7. To **CONSIDER** the purchase of a Defibrillator (AED) for general use in the Village. After discussion, it was **AGREED** to seek contributions from community organisations **ACTION:** Cllr Videlo to seek contributions/ Clerk to advertise same in June newsletter
- 8 To **APPROVE** use of the Council's grass-cutting contractor for the upper part of Footpath 12 -
Quote of £65 per cut plus VAT **AGREED Action:** Cllr Gold to advise SCC/Clerk to liaise with contractor on cost trade-off with FP 15
- 9 To **RECEIVE** a report on Suffolk Coastal D.C's emerging Leisure Strategy- Cllr Elliot advised the Council about the current consultation process and its importance to the local community
- 10 To **CONSIDER** a proposal for a pedestrian footpath at the junction of Fishpond Road - **DEFERRED**
- 11 **CLERK AND RFO REPORT Clerk**
a) To **CONSIDER** items of expenditure and sign cheques accordingly
Mr D Lines - £321.20 Salary for 1 - 30 April
Mr D Lines - £321.20 Salary for 1 - 31 May post-dated to 25th May 2014
Mr D Lines - £67.84 April/May Travel Expense (£24.00) Postage (£4.85) Printing Supplies (£38.99)
Mr R Lord - £134.40 Handyman duties
Community Action Suffolk - £30.00 Annual membership fee
SALC - £221.00 Annual membership fee
Waveney Norse - £78.00 SCS Ltd ROSPA Inspection
SCL Landscape - £771.00 Play Equipment Repairs (withheld subject to site meeting)
SCL Landscape - £144.00 Grass cutting - field
Total Payments - £2088.64
Cllr Elliot proposed agreement of the total expenditure a) above. Seconded by Cllr Videlo and all **AGREED**.

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b) **Income received between 1 – 30 April 2014**SCDC - **£5,999.40** – 50% Annual PreceptSCDC - **£183.35** - Council Tax Support GrantDi Taylor - **£24.00** - Newsletter Advertising fee**Total receipts - £6,206.75**c) **Balances held at Bank 30/04/2014 and Building Society as at 30/04/2014**Bank **£ 9,247.96** (30 April Bank statement provided and initialled) Building Society**£7,437.91** (30 April statement provided).It was **RESOLVED** to accept Items b)

and c) together with Accounts/Budget and Bank reconciliation and these were signed accordingly.

Proposed Cllr Elliot, seconded Cllr Videlo all **AGREED**.

- 12 To **CONSIDER** any Correspondence received before the meeting – None other than circulated already

13 **PARISH MATTERS for next Agenda**

- 14 Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, to **RESOLVE** that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during the consideration of **Item 15** (personnel matters) Proposed by Cllr Elliot, seconded by Cllr Videlo, **AGREED** by all

The Clerk left the meeting during the consideration of the next item

- 15 To **CONSIDER** the method of conducting the annual review of employee contracts – **RESOLVED** -
- To conduct a review in September 2014

The Chairman closed the meeting at 10.20 pm**REVIEW OF ACTION POINTS AS AT 25 May 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.

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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.

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 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. 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. Quote received from contractor for FP10 extension, but trade-off to be sought with removal of FP 15 from schedule. SCC advised of changes **Action:** Clerk to liaise with contractor on cost trade-off

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. Contractor to carry out repairs. Reminders sent. Contractor advised that work will commence the week of March 10th. Works completed and invoice received. Cllr Archer considered the completed works to be less than satisfactory. **Action:** Meeting with contractor to resolve outstanding issues, pending which payment to be withheld

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:** Chairman to meet Malcolm King

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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