



1591 Minutes of the Parish Council Meeting held on Tuesday, 19th May 2015

Present: Councillors Kay, Videlo, Gold (items 1 & 2 only), Elliot, Matheson and Archer, and two members of the public. The meeting opened at 8.15pm, following the Annual General Meeting

1 APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS – Cllrs 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 and Mrs Wilkins expressed concerns about unwelcome development on the riverfront, now that the flood protection was in place, and urged the introduction of a Neighbourhood Plan to allow some control over such development. It was agreed that this would be considered by the Parish Council.

Councillors reported two incidents of petty crime

Cllr Gold left the meeting at this stage

3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 10th March 2015. 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 10th March 2015. The Clerk reported that reminders had been sent to SCC re the road junction at the entrance to the village and about Village Way. The work on the recycling compound was due to start later in the week. The Freedom of Information request had been withdrawn.

5 To **CONSIDER** Planning Applications for **COMMENTS**: None

Any other applications received before the meeting – None

To **NOTE** any application decisions received – Via Suffolk County Council. **Waldringfield Quarry** - Variation of Condition 1 and 2 - C/11/0722 – **APPROVED**

The Clerk reported that there was one planning decision published, but the SCDC Planning Portal had been unavailable that afternoon and, consequently, he had been unable to identify it
(**DC/15/0997/FUL** – Hillcrest, Ipswich Road, IP12 4PW - A first floor rear extension over existing ground floor extension & a ground floor rear extension across the width of existing ground floor extension – **REFUSED**)

6 To **RECEIVE** the minutes of the Planning Committee on May 7th 2015 – Proposed by Cllr Elliot, seconded by Cllr Videlo, agreed by all who attended the meeting.

7 To **RECEIVE** an update on the Parish Plan - Cllr Elliot reported that an edited final version is being assembled

8 To **CONSIDER** the co-option of a new councillor to fill the current vacancy. No applicants had put their names forward – an advertisement would be placed in the upcoming newsletter

9 To **CONSIDER** an alternative contractor for the ROSPA play area inspections. Upon enquiry, an inspection report had been supplied by the current contractor, raising two issues to be addressed in the coming months. There was no need to consider an alternative contractor for the report.

10 To **CONSIDER** suitable dates and further information for a meeting with SCDC Planning Officers. The Clerk was instructed to reply to the SCDC letter, referring to the Parish Council's initial letter and the continuing lack of clarity in the subsequent response.

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CHAIRMAN.....DATE.....

WALDRINGFIELD PARISH COUNCIL

1592

11 CLERK AND RFO REPORT

a) To **CONSIDER** items of expenditure and sign cheques accordingly

Total Payments -£1,822.80

15 May 2015 (2015-2016)

Waldringfield Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Salaries	13/05/2015		Barclays Community A		Salary	Mr D Lines	X	344.00	0.00	344.00
2 Salaries	13/05/2015		Barclays Community A		Salary	Mr D Lines	X	343.80	0.00	343.80
3 Stationery/Mileage/Etc.	13/05/2015		Barclays Community A		Travel Expenses	Mr D Lines	X	24.00	0.00	24.00
4 Post and telephone	13/05/2015		Barclays Community A		Postage	Mr D Lines	E	33.76	0.00	33.76
5 Stationery/Mileage/Etc.	13/05/2015		Barclays Community A		Printing supplies	Mr D Lines	S	32.48	6.50	38.98
6 Handyman's Wages	13/05/2015		Barclays Community A		Salary	Mr R Lord	X	46.28	0.00	46.28
7 Village Hall hire	13/05/2015		Barclays Community A		Village Hall Hire	Waldringfield Village Hall Tru	X	250.00	0.00	250.00
8 Newsletter re 1972 LGA s141	13/05/2015		Barclays Community A		Printing supplies	Bettaprint Woodbridge Ltd	E	113.00	0.00	113.00
9 SCC Locality Grant	13/05/2015		Barclays Community A		Emergency Plan Aide Memoire	Bettaprint Woodbridge Ltd	E	66.00	0.00	66.00
10 SCC Locality Grant	13/05/2015		Barclays Community A		Parish plan printing	Waldringfield Primary School	E	24.00	0.00	24.00
11 SCC Locality Grant	13/05/2015		Barclays Community A		Parish plan printing	Waldringfield Primary School	E	24.00	0.00	24.00
12 Mole catching (field)	13/05/2015		Barclays Community A		Mole Treatment	Waveney Nons Ltd (re SCS	S	125.00	25.00	150.00
13 Membership Subs re LGA s11	13/05/2015		Barclays Community A		Annual Subscription	SALC	X	227.00	0.00	227.00
14 Chairman's Expenses	13/05/2015		Barclays Community A		Gifts	Mr I Kay	S	29.98	6.00	35.98
15 Membership Subs re LGA s11	13/05/2015		Barclays Community A		Annual Subscription	Community Action Suffolk	S	25.00	5.00	30.00
16 Grass cutting (field)	15/05/2015		Barclays Community A		Grass-cutting -field	SCL Landscape Management	S	60.00	12.00	72.00
Total								1,768.30	54.50	1,822.80

b) **Receipts to 30 April 2015 - £6,812.72**

15 May 2015 (2015-2016)

Waldringfield Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
1 Precept	13/05/2015		Barclays Community A		Precept payment	SCDC	X	5,999.40	0.00	5,999.40
2 Council Tax Support Grant	13/05/2015		Barclays Community A		CT Support Grant	SCDC	X	89.27	0.00	89.27
3 VAT Refund	13/05/2015		Barclays Community A		VAT Refund	HMRC	R	0.00	724.05	724.05
Total								6,088.67	724.05	6,812.72

c) **Balances held at Bank 30/04/2015 and Building Society as at 31/03/2015**

Bank **£9,830.80** and Building Society **£7,512.29**. Adjusted balance **£15,472.49** after non-presented cheques and receipts

In line with **Financial Standing Order 2.2**, to establish the authenticity of the Bank Reconciliation report, the Receipts and Payments Summary, Uncashed Payments and Receipts Summaries (if any), and the Bank statements were all examined and initialled accordingly, and no discrepancies were reported

It was **RESOLVED** to accept Items a), b) and c) together with Accounts/Budget and these were signed accordingly. All **AGREED**. It was further **RESOLVED** to accept the independent Bank Reconciliation – **AGREED** by all.

12 To **CONSIDER** any Correspondence received before the meeting - None

13 **PARISH MATTERS for next Agenda** – Neighbourhood Plan

In closing the meeting, the Chairman recorded heartfelt thanks to Bridget Rayner for her years of dedicated service to the Parish Council, and also to Veronica Falconer for her long service to the local community as the former SCDC Councillor. He wished them both well for the future. The Parish Council also expressed gratitude to Patricia O'Brien for her past service as co-District Councillor for the area, noting her continuing role with Suffolk County Council

The Chairman closed the meeting at 9.35 pm

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CHAIRMAN.....DATE.....

REVIEW OF ACTION POINTS AS AT 27th MAY 2015

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 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. Ongoing dialogue with SCC (*Abbreviated note from action points of June 2014*)

In progress - Road safety and lawful use of footpaths. Road Safety – Cllr Winship sent road junction map and proposal to Village Safety Group A more detailed report sent to SCC Highways via Cllr P O'B. **Action**: Clerk contacted SCC Highways for update - reminders in February, March and May

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. SCC had now erected some signs, with one more installation to come. **Action**: SCC to erect sign in due course

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. (*Abbreviated note from action points of June & Dec 2014*). New contractor now engaged and 1st cut expected mid-June, possibly earlier depending on growth. Clerk negotiating FP 12 extension with new contractor –agreed. **Action**: SCC now advise that no scheduled cut to take place this year because of river wall works, but situation to be monitored

In progress - Village Way The Council supported the scheme put forward by the County Council to widen the turning circle, and was of the view that consultation with Village Way residents (by SCC) should be undertaken to establish their satisfaction with the proposal. A supplementary proposal to use mesh on grass verges to mitigate damage by cars being parked on them was discussed, as well as the involvement of the Housing Association in providing residents with satisfactory arrangements. **ACTION** SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project (*Abbreviated note from Dec 2014 minutes*) **ACTION** Awaiting SCC response – new email sent in May

On-going - Refurbishment of the Litter Bin compound. – Established specifications, to be funded in part or whole from the SCC Locality Budget grant, but initial proposal deemed too expensive – a less costly proposal, with use of other materials and different design, would be sought. A cheaper solution was provided by SCDC (SCS Ltd), but with no detail or indication of the extent of SCDC's responsibilities in the matter. New proposals sought by councillors. New quotation had been received within budgetary expectations, but required modification to enhance the accessibility of the bins to users and contractors alike, in part by enlarging the footprint enclosed by new fencing (no further than the concrete base). Construction to be all gravel-boards. Cllrs Elliot and Matheson to liaise with contractor. Subject to a revised estimate from Mr Bugg, incorporating the final proposed design, the Clerk was authorised to approve expenditure up to £1000 on the project. Contributions to be sought from the Fairways Committee, as the sailing community would be major beneficiaries of the enhanced site. The need for signage was noted **ACTION** – Awaiting completion by contractor

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

Clerk proposed "zero-based" approach – only retain what is lawfully required or administratively essential and box remainder for archiving/historical use/disposal. **ACTION** Sorting of files commenced.

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