



Waldringfield

Parish Council

Parish Clerk: David Lines

43 Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

E: pc.waldringfield@googlemail.com

T: 01255 678888 (with voicemail)

www.waldringfield.onesuffolk.net/parishcouncil

1642 Minutes of the Parish Council Meeting held on Tuesday, 11th October 2016

Present: Councillors Kay, Videlo, Reid and Winship, and SCDC Cllr Harvey

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** Apologies for absence received from Cllr Gold, Matheson, Archer (holidays), Elliot (illness) and Harraway (family matters), and from SCC Cllr O'Brien.

2 **DECLARATIONS OF INTEREST – NONE**

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests as needed – **NONE**

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 – NONE

To **RECEIVE** reports from:

- a) Suffolk County Councillor O'Brien – Noted
 - b) Suffolk Coastal District Councillor Harvey – September report spoken to and noted. Reported initiative to install Swift boxes in new council buildings and to become part of general planning policy.
 - c) Suffolk Police – No report provided.
- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council meeting held on 20th September 2016. Minutes proposed by Cllr Kay, seconded by Cllr Videlo. **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 14th June 2016. The Clerk was instructed to send replicate letters to the landowners with property abutting the Ipswich Road about the importance of cutting back vegetation (especially trees at higher points) overhanging the road. It was further agreed that this should be part of a wider agenda item at the next meeting, following input from the Wildlife group / Following an introduction to a member of the Council, Mr. Godfrey would be contacted by the Clerk to establish whether he was qualified for and interested in doing occasional handyman work for the Parish Council
- 5 To **CONSIDER** Planning Applications for **COMMENTS** (including those received after publication of this agenda) and to **NOTE** any application decisions:
- 16/3899/TPO – Harbour View, Cliff Road** – remove 1 poorly shaped Norway Maple (TPO G1) – having received the report of the Parish Tree Officer, it was agreed to **OBJECT** to the application on the bases laid out in the report. Proposed by Cllr Kay, seconded by Cllr Reid, **AGREED** by all
- To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda – **NONE**
- To **NOTE** any application decisions received, including those after publication of this agenda
- 16/2488/FUL Merryfield, Mill Road – APPLICATION PERMITTED**
- 6 To **CONSIDER** whether to retain the waldringfield.org.uk domain name for another year and other Parish website matters. Domain name to be renewed for a year, pending final resolution on the Council's website arrangements – proposed by Cllr Reid, seconded by Cllr Kay, **AGREED** by all
- 7 To **RECEIVE** an update from the Parish Plan Groups - **Deferred**

Waldringfield Parish Council

1643

- 8 To **CONSIDER** public rights of way and road safety issues – Road Safety, verges and footpaths for **next month's agenda**
- 9 To **CONSIDER** repair / replacement of the 'Steeping Snake' in the playing field. – **Deferred**
- 10 To **REVIEW** and **UPDATE**, where appropriate, the policies of the Parish Council (N.B. this will be a standing item for the next several Parish Council meetings) – Finalisation of the Planning Protocol and the Key Person Risk Policy matrix was APPROVED, the latter as a working document in progress
- 11 **CLERK AND RFO REPORT** (*supporting documents now provided as an attachment*)
- a. To **RECEIVE** applications and **APPROVE** payments for community grants, if any – NONE
- b. To **CONSIDER** items of expenditure and sign cheques accordingly - see separate list
Total Payments -£409.67
- c. To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation
- Balances held at Bank 30/09/16 and Building Society as at 31/3/16 – Bank £11,020.41 and Building Society £7,587.41 - Adjusted balance £17,537.89 (as at 06/10/16) 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 by Cllr Reid.
- It was **RESOLVED** to accept Items a), b) and c) together with Accounts/Budget and these were signed accordingly. Proposed by Cllr Reid, seconded by Cllr Kay, all **AGREED**
- 11 To **CONSIDER** any Correspondence received before the meeting – as circulated.
- 12 **PARISH MATTERS for next Agenda** – Parish Plan Group reports /Road safety and footpaths / Replacement of the Steeping Snake
- It was **NOTED** that the Planning Group would be requested to circulate their reports on current applications ahead of the Full Council meeting in which they are to be considered.

The Chairman closed the meeting at 8.55 pm

REVIEW OF ACTION POINTS AS AT 24th October 2016

Ongoing – Proposed change to Footpath 10 Brightwell together with associated circular route. **Action** None feasible for the time being. (11/2/2014) Further action deferred (*Abbreviated note from action points of October 2015*)

In progress - Road safety and lawful use of footpaths Road Safety - report sent to SCC Highways re Village entrance crossroads via Cllr P O'B. **Action**: Awaiting SCC Highway's recommendations. Road Safety group to lead. Clerk to write to SCC's Malcolm King to seek suggestions on an interim solution

Footpaths River Wall footpath. **Action**: SCC to erect sign in due course (*Abbreviated note from action points of October 2015*)

In progress - Village Way **ACTION** SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project Awaiting SCC Highways response – expected after consultation with residents (*Abbreviated note from action points of October 2015*) Now deferred by SCC to early 2016. Consultation completed in April/draft drawings produced – design stage now entered. SCC engaging with residents – road widening proposed but no new drop-kerbs

In progress - The archiving/disposal of the Parish Council records and old files. **ACTION** Sorting of files completed – Retained records to county archives where appropriate, unwanted files to be shredded over next few months. Anything of historic note to be identified and reported to the Council to decide its destination

SUFFOLK COUNTY COUNCIL OCTOBER REPORT

Devolution

The outcomes of the Norfolk and Suffolk Devolution consultation was considered by council leaders on Wednesday 7 September.

More than 10,000 responses were received via a range of channels. The majority of responses, 6080, were received via a telephone survey. The survey gained views from a cross section of people, reflecting the population of the two counties.

- 53% supported the principle of devolution
- There was strong support for more decisions to be taken locally across a range of issues with decisions relating road maintenance funding coming out on top
- There was 52% support for a Mayor and 58% support for councils to come together as a Combined Authority. 29% Opposed election of a Mayor and 25% opposed establishing a Combined Authority
- Job creation and young people either earning or learning came out as top priorities for the Combined Authority to invest in

250 businesses of various sizes across the two counties were also surveyed by Mori:

54% supported the principle of devolution

- Strong support for more decisions to be taken locally across a range of issues with decisions relating road maintenance funding coming out on top
- 59% supported councils joining together as a Combined Authority and 47% supportive of a mayor, with 27% opposed
- Young people earning or learning was businesses top priority for the Combined Authority to invest in

A summary of all responses will be reported to the Secretary of State once it has been considered signed and off by Leaders.

Broadband

Currently, we are at around 87% fibre coverage in Suffolk, and we aim to reach 90% by the end of the year. BT are currently re-modelling the rollout plan for the second contract, which will run to 2019. This is a result of a Suffolk County Council move to introduce the "clawed back" funding into the contract, pushing coverage higher, beyond the 97% by 2019 target.

Any queries and issues, and can be contacted at broadband@suffolk.gov.uk.

Blue Light Property Sharing

Plans for blue light property sharing based around Felixstowe and Saxmundham fire stations have now been agreed. Building work, subject to planning consent, should start in September and October 2016 respectively, to accommodate local Police teams at the fire stations. The facilities will also be available, where desired, as 'drop-in' bases for ambulance crews. A feasibility study is now well underway to establish the best location, in the centre of Ipswich, for a blue light response base for Fire, Police and Ambulance. Options include redeveloping the current Princes Street fire station site or, instead, constructing a new building at an alternative location close to the town centre. We expect recommendations to be developed for discussion in the autumn and for building works, where approved, to start in 2017. The above works are substantially funded by the £4.93m DCLG transformation grant, received by the Council in 2014-15, and Home Office funding provided to Suffolk Constabulary.

Patricia O'Brien

September 2016 District Councillor's report

It was a great pleasure to welcome our new Priest in Charge, Ian Wilson and his wife Trish. They want to get wholeheartedly involved with their new parishes. They are a lovely couple who I am sure will bring with them a new breath of fresh air.

There is to be a new commissioning programme called the Health and Wellbeing Community Call to Action using funding provided by Suffolk County Council to drive forward community- led health and wellbeing activity in Suffolk Coastal. Groups will be invited to bid against a budget of £62,500 with £12,500 ring fenced to support something new in each of the following community health themes:

Supporting people with poor mental health;

Supporting people with dementia and their families/carers;

providing more support for carers in their local community;

Reducing the impact of social isolation and loneliness

Encouraging communities, families and individuals to be fit and active.

This programme will support projects with awards ranging from £500 to £12,500

Applications can be made from 1st October and will close on 30th November.

My Enabling Communities budget has gone up to £6,000.

£700 has gone to the East Suffolk Association for the Blind to a scheme which is being used in our area. Volunteers have been trained and equipped to assess people in their homes for magnifying glasses. It means they do not have to struggle to Ips. Hosp. to be tested in brightly lit rooms which do not replicate their own.

£700 is buying a wet weather tent for Kirton Guides which will be available for use in other villages.

£200 was spent on the free fun day I organised for children as a celebration of the Queen's 90th Birthday.

£600 has bought indoor Bowls mats for Bucklesham.

£660 has paid for the floor of their village hall to be sanded and refurbished.

£500 has been given to support the Waldringfield Bowls Club to buy some equipment to relocate in Ipswich at Sidegate Lane.

There is also going to be a new Communities Exemplar Programme which will sit alongside the Community Enabling budget for larger community flagship projects replacing the SCDC Capital and Revenue Grant programme. These larger grants will be available to eligible organisations planning to deliver larger projects in a single ward or across multiple wards or district areas that warrant larger sums of funding than available through the Community Enabling Budgets.

Fly Tipping. If you see any obvious fly tipping please report it to 01394 444000 I reported a 3 piece suite at Brightwell and it was removed by Suffolk Norse within 24 hours. Nothing breeds rubbish like rubbish.

Woodbridge Leisure Centre is going to be completely refurbished and the car parks at Aldeburgh by the Shell and Melton pic nic site are also going to be refurbished.

Speed Watch teams have been out and about. Their presence seems to be having a good effect. I have been out and about cleaning some signs and cutting hedges round them to make them more visible.

The SCDC offices expect to move in October to their new home at Melton.



Waldringfield Parish Council

Parish Clerk: David Lines

43 Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

E: pc.waldringfield@googlemail.com

T: 01255 678888 (with voicemail)

www.waldringfield.onesuffolk.net/parishcouncil

1639

Minutes of the Parish Council Meeting held on Tuesday, 20th September 2016

Present: Councillors Kay, Videlo, Elliot, Matheson, Gold and Winship and 19 members of the public

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** Apologies for absence received from Cllrs. Archer (holiday), Harraway (illness) and Reid (holiday), as well as from SCC Cllr O'Brien and SCDC Cllr Harvey.
- 2 **DECLARATIONS OF INTEREST** – Cllr Kay declared a Local Non-Pecuniary Interest in Item 7, the arrangements to deal with any planning application put forward for Waldringfield Golf Club
To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests as needed – **NONE**
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 –
To **RECEIVE** a 15 minute presentation on behalf of the Waldringfield Golf Club with regard to its future development plans
In the open part of the meeting, Mr. Melin (Lanpro) and Mr Bartram (Heritage Developments) gave a short presentation to the Council and members of the public, followed by a Q&A session. In closing the presentation, the Chairman thanked Mr Melin and Mr Bartam for their attendance and noted that the Parish Council, later in the meeting, would establish the format of dealing with any planning application arising from this project once formal notice had been received.
In other matters, a request for a bird deterrent above the swings and a closer examination of the *stepping snake* in the play area was requested. Cllr Winship gave a report on the devolution process, as presented at the SALC area meeting.
To **RECEIVE** reports from:
 - a. Suffolk County Councillor O'Brien – report provided and noted
 - b. Suffolk Coastal District Councillor Harvey – report provided and noted
 - c. Suffolk Police – No report provided.
- 3 It was **RESOLVED TO ADOPT** the minutes of the extraordinary Parish Council Meeting held on 23rd August proposed by Cllr. Matheson, seconded by Cllr. Elliot. **AGREED** by all present at the meeting.
- 4 **Matters for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meetings held on 9th and 23rd August. No further progress on the ongoing action points, but action items from the minutes had been completed, with the exception of Item 9, Planning Protocol, which would be actioned by the next meeting. The Play Space fund stood at £7,000+, and an application form was provided for the replacement of the cradle seats, etc. It was noted that building materials had been left at the side of the road. Cllr Videlo suggested that it belonged to the School's contractors and expected it to be removed shortly. Re the cutting of verges and hedges by residents, a draft announcement for Waldringfielders / the Newsletter would be circulated for approval.
- 5 To **CONSIDER** Planning Applications for **COMMENTS**:
DC/16/3518/FUL – Hut 7 Riverside – Replace old wooden boat shed with new wooden hut **SUPPORTED**, with no comments. Proposed by Cllr Gold, Seconded by Cllr Elliot, **AGREED** by all
DC/16/3650/TPO – March House School Lane – to fell Sycamore tree on northern side boundary on safety grounds
The Council **OBJECTED** to the application, based on the report provided by the Parish Tree Warden (attached). Proposed by Cllr Elliot, seconded by Cllr Kay, **AGREED** by a majority (4 - 2)
To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda

Waldringfield Parish Council

1640

- 5+ To **NOTE** any application decisions received, including those after publication of this agenda
TPO 262 Eureka, Cliff Road – Oak tree and woodland on land at Eureka
To **RECEIVE** a brief report on the SCDC SAASP examination
- Cllrs Kay and Elliot provided a summary of the attached briefing note, which was followed by a Q&A session. They also reported an informal approach from CEG/CODE, the new developers/agents for the Adastral Park site, who were aware of the recent history vis-à-vis WPC and wished to reignite an improved community engagement for the future. It was agreed that the best approach would be to conduct an informal meeting between a number of councillors and representatives of CEG/CODE, with the Clerk present to take notes of the meeting for later report to the Full Council and publication
- 6 To **CONSIDER** the continued use of the One Suffolk domain to host the Parish Website at a new cost of £50 p.a. and whether to retain the **waldringfield.org.uk** domain name for another year. It was **AGREED** to continue use of the One Suffolk domain under the new arrangements, but to defer the decision on the Waldringfield.org.uk domain until the next meeting. Proposed by Cllr Kay, seconded by Cllr Elliot.
- 7 To **MAKE ARRANGEMENTS** to deal with the expected proposals from Waldringfield Golf Club. It was **AGREED** to await any formal application before arranging a public meeting to consider it.
- 8 To **CONSIDER** public rights of way and road safety issues. The parish footpaths had been cut by the Council's contractor. Discussion about the merits of a third cut each year was deferred to a future meeting. Cllr Gold agreed to inspect the stepping snake in the play area, despite it not being highlighted as a risk item of any significance in the recent annual inspection
- 9 To **CONSIDER** repairs to the Playing Field Gate and any other equipment following the Annual Inspection of the playing field.
The Clerk had not yet obtained a quote for the repair to the gate. However, it was **AGREED** that, in light of its significance, repairs should be undertaken as soon as possible, with authority delegated to the Clerk. Proposed by Cllr Kay, seconded by Cllr Elliot
- 10 To **RECEIVE AND APPROVE** the report of the External Auditor, noting any recommendations therein – one minor recommendation. The Council **APPROVED** the report and noted the minor recommendation for action next year
- 11 To **REVIEW** and **UPDATE**, where appropriate, the policies of the Parish Council (N.B. this will be a standing item for the next several Parish Council meetings) – **Deferred**
- 12 To **RECEIVE** an update from the Parish Plan Groups
Cllr Winship had emailed a report on proposals to deal with Dog-Fouling, which was noted with a record of thanks. Other reports were deferred
- 13 **CLERK AND RFO REPORT**
To **RECEIVE** applications and **APPROVE** payments for community grants, if any - None
To **CONSIDER** items of expenditure and sign cheques accordingly - see separate list. With two additions (per updated list), Cllr Kay proposed the payments, seconded by Cllr Videlo, **AGREED** by all
To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation - Cllr Elliot undertook the bank reconciliation and proposed its approval, along with the Financial Reports. Seconded by Cllr Kay and **AGREED** by all
- 14 To **CONSIDER** any Correspondence received before the meeting. The Clerk apologised for the absence of the Correspondence List from the agenda papers, but provided details of the items verbally.
The list would be circulated to councillors subsequently for their records.
- 15 **PARISH MATTERS** for the next Agenda. Parish Plan Group reports / Completion of Planning Protocol / Waldringfield.org domain name / Apologies for absence from the next meeting were given by Cllrs Matheson and Gold

The Meeting was closed at 9.35 pm

REVIEW OF ACTION POINTS AS AT 27th September 2016

Ongoing – Proposed change to Footpath 10 Brightwell together with associated circular route. **Action** None feasible for the time being. (11/2/2014) Further action deferred (*Abbreviated note from action points of October 2015*)

In progress - Road safety and lawful use of footpaths Road Safety - report sent to SCC Highways re Village entrance crossroads via Cllr P O'B. **Action:** Awaiting SCC Highway's recommendations. Road Safety group to lead. Clerk to write to SCC's Malcolm King to seek suggestions on an interim solution

Footpaths River Wall footpath. **Action:** SCC to erect sign in due course (*Abbreviated note from action points of October 2015*)

In progress - Village Way **ACTION** SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project Awaiting SCC Highways response – expected after consultation with residents (*Abbreviated note from action points of October 2015*) Now deferred by SCC to early 2016. Consultation completed in April/draft drawings produced – design stage now entered. SCC engaging with residents – road widening proposed but no new drop-kerbs

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

ACTION Sorting of files completed – Retained records to county archives where appropriate, unwanted files to be shredded over next few months. Anything of historic note to be identified and reported to the Council to decide its destination



Waldringfield

Parish Council

Parish Clerk: David Lines

43 Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

E: pc.waldringfield@googlemail.com

T: 01255 678888 (with voicemail)

www.waldringfield.onesuffolk.net/parishcouncil

WPC Planning Protocol on Pre-Application Engagement

Introduction

The Parish Council is a statutory consultee for all planning applications in Waldringfield. Its role is to comment on applications and forward recommendations to the local planning authority, Suffolk Coastal District Council (SCDC). There are circumstances when a developer may wish to consult with the Parish Council before submitting a planning application to SCDC and communication between a developer and the Parish Council prior to the submission of an application may benefit both parties.

The Parish Council has looked to the National Association of Local Councils for guidance in this matter and has chosen to adopt a Pre Application Protocol based on the NALC Pre Application Engagement Advice document issued in March 2015.

Pre Application Protocol

- The developer should provide information about the proposed development which is relevant to the Parish Council/ its area in writing.
- If the developer considers the information provided to the Parish Council is sensitive, this will not require the Council to treat it as confidential.
- Information held by the Parish Council is subject to disclosure under the Freedom of Information Act 2000. From the outset the developer must identify information which the Parish Council cannot share or make public and give reasons for this. Confidentiality of communications about the development will rarely be justified even if the developer's interest is sensitive.
- Communications (including informal and formal meetings) between the developer with the Parish Council (or individual councillors and staff) about a pre-planning application development will not bind the Council to making a particular decision and that any views expressed are provisional. By the very nature of such meetings, not all relevant information may be at hand, nor will formal consultations with interested parties have taken place.
- Informal meetings and telephone conversations between a developer and individual councillors or staff will be documented in writing and are subject to disclosure under the Freedom of Information Act 2000. Council staff will make the arrangements for any meetings with councillors, attend and write a follow-up letter. If there is a legitimate reason for confidentiality regarding the proposal, the Council will keep a written record of the confidential and non-confidential issues.
- The meetings of the Parish Council and its committees are open to the public and the minutes of such meetings are available to all via the Council's publication scheme. The Parish Council may invite developers to attend either a parish council or committee meeting at which the public are present or discuss their proposal because this will allow the developer's communications with the Council to be transparent. The developer may not speak at it unless he is invited to address the meeting or he has an opportunity to do so during the public participation session. If the developer does not wish to discuss the proposed development when the public are present, the meeting would need to ascertain why the developer considers that he needs to communicate with the council/committee in closed session. A proposed development may be regarded by the developer as either confidential or 'sensitive' and in his view it may unsuitable for discussion

Waldringfield Parish Council

at a meeting when the public is present but it is the councillors at the council or committee meeting who will decide if there are grounds to exclude the public from the meeting when the proposed development is being considered. A parish council or committee meeting may exclude the public if publicity for agenda item(s) would prejudice the public interest due to its confidentiality or for other special reasons. (s.1(2) Public Bodies (Admissions to Meetings) Act 1960).

- The Parish Council may invite developers to attend an assembly of the parish meeting, which is open to the wider public, to present or discuss their proposals.
- It is an offence under s. 1 Bribery Act 2010 for a developer or his agent to promise or give a financial or other advantage to a parish council with the expectation of an improper consideration of a the planning application. If the developer or his agent is an incorporated body, the Parish Council may request sight of their anti-bribery policy.

In summary

Subject to the detail of the protocol described above, in general terms, where an applicant/developer seeks to discuss a proposed development with a member of the Parish Council or the planning group, any such discussion will take place as part of a Parish Council/Parish meeting which is open to the public and minuted.

The National Planning Policy Framework

It has been confirmed that a developer must, under s. 42 of the Planning Act 2008 (the 2008 Act), consult with a local authority (which by virtue of s. 43 does not include a parish council) if the land to be developed is in the local authority's area before the submission of a planning application. S. 42 of the 2008 Act also provides that before the submission of a planning application a developer must consult with the persons listed in s. 44. These are persons whom the developer, after 'making diligent inquiry', knows to be the owner, lessee, tenant (whatever the tenancy period) or occupier of the land and a person who (a) is interested in the land, or (b) has power (i) to sell and convey the land, or (ii) to release the land. The persons caught by s.44 of the 2008 Act may include a parish council.

The National Planning Policy Framework, published in March 2012, encourages developers to liaise with the local planning authority (and others but with no specific reference to parish councils) before the submission of a planning application. Below is an extract from the National Planning Policy Framework.

'Pre-application engagement and front loading'

188. Early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community.

189. Local planning authorities have a key role to play in encouraging other parties to take maximum advantage of the pre-application stage. They cannot require that a developer engages with them before submitting a planning application, but they should encourage take-up of any pre-application services they do offer. They should also, where they think this would be beneficial, encourage any applicants who are not already required to do so by law to engage with the local community before submitting their applications.

190. The more issues that can be resolved at pre-application stage, the greater the benefits. For their role in the planning system to be effective and positive, statutory planning consultees will need to take the same early, proactive approach, and provide advice in a timely manner throughout the development process. This assists local planning authorities in issuing timely decisions, helping to ensure that applicants do not experience unnecessary delays and costs.

Waldringfield Parish Council

191. The participation of other consenting bodies in pre-application discussions should enable early consideration of all the fundamental issues relating to whether a particular development will be acceptable in principle, even where other consents relating to how a development is built or operated are needed at a later stage. Wherever possible, parallel processing of other consents should be encouraged to help speed up the process and resolve any issues as early as possible.'

As highlighted above, there are circumstances when a developer may consult with a parish council before the developer has submitted a planning application to the local planning authority and the parish council is asked by the planning authority to make representations about the application (Paragraph 8 of Schedule 1 to the Town and Country Planning Act 1990).

A developer may also want to consult with a parish council if his proposed development relates to the parish council's development or submission of proposals for a neighbourhood development plan or neighbourhood development order. The Neighbourhood Planning (General) Regulations 2012 require a parish council to publicise its proposals for a neighbourhood development plan or a neighbourhood development order with its local community and to consult with certain bodies to ascertain their views on the proposals of the parish council before these are submitted to the planning authority. In the periods when such proposals are being developed and before such proposals are submitted to the local planning authority, it is anticipated that developers in the private or public sector may wish to disclose or discuss a proposed development so that this may be accounted for in the proposals for a neighbourhood development plan or neighbourhood development order to be submitted by the parish council. The Parish Council has been advised that it would be possible for a parish council to give a "minded to" indication to a pre-planning application development as long as such a decision made express reference to the following matters:

- the view is preliminary;
- the view has not been reached in accordance with the documents and procedures that will accompany any formal decision under the Planning Acts;
- the view should not and cannot be relied on as the basis of a legitimate expectation as the council's view may well change when the full material is available to it and decision is taken in accordance with the council's standing orders;
- the council's view should not be taken to be or be reported to be in support of or in opposition to a formal application and
- the view is subject to a formal decision being made in accordance with the Planning Acts, the regulations made under them, the council's procedures and input from third parties

The consideration of a proposed development at council/committee meeting or by councillor(s) who meet with the developer outside of a council/committee meeting, may risk claims that the informal and or provisional views expressed by the councillor(s) in relation to pre-planning application developments amount to bias or pre-determination in their later decision making.

A decision of a parish council, or as may be the case, a committee or sub-committee is likely to be quashed, if there is an appearance of bias. Decisions made by parish councillors are required to be made with an open mind. Pre-determination is, however, to be distinguished from pre-disposition towards a particular position, which is acceptable.

s.25 of the Localism 2011 Act (the 2011 Act) restricts the impact of the acts of or verbal or written statements or views expressed by councillors prior to a decision that might suggest pre-determination. s. 25(2) of the 2011 Act provides that:

A decision-maker (i.e. a councillor) is not to be taken to have had, or to have appeared to have had, a closed mind when making the decision just because—

- (a) the decision-maker had previously done anything that directly or indirectly indicated what view the decision-maker took, or would or might take, in relation to a matter, and**
- (b) the matter was relevant to the decision.**

Waldringfield Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
43 Salaries	06/10/2016		Barclays Community A	100968	Salary	Mr D Lines	X	389.99	0.00	389.99
44 Stationery/Mileage/Etc.	06/10/2016		Barclays Community A	100969	Travel Expenses	Mr D Lines	X	12.00	0.00	12.00
45 Post and telephone	06/10/2016		Barclays Community A	100969	Postage	Mr D Lines	E	7.68	0.00	7.68
Total								409.67	0.00	409.67

Waldringfield Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

Cost Centre A - Receipts

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
28	Precept	12,636.00	12,636.00					
29	Council Tax Support Grant							
30	SCC Locality Grant	750.00	1,162.00	412				412
31	SCC Footpaths Grant	175.30	175.30					
32	Recycling							
33	Equipment Hire							
34	SCC Q of Life Budget							
35	SCDC Community Enabling Fund		1,000.00	1,000				1,000
36	Bank Interest	70.00		-70				-70
37	Grants and Donations		750.00	750				750
38	Advertising income	400.00	120.12	-280				-280
39	VAT Refund							
SUB TOTAL		14,031.30	15,843.42	1,812				1,812

Cost Centre B - Administration

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
1	Salaries				5,150.00	2,651.53	2,498	2,498
2	PAYE/NI					368.80	-369	-369
3	Stationery/Mileage/Etc.				375.00	287.83	87	87
4	Post and telephone				120.00	32.45	88	88
5	Newsletter re 1972 LGA s142				480.00	478.60	1	1
6	Village Hall hire				250.00	250.00		
7	Insurance				490.00	495.83	-6	-6
8	Membership Subs re LGA s111				425.00	236.10	189	189
9	Audit				210.00	100.00	110	110
10	Chairman's Expenses				50.00		50	50
11	Training				200.00		200	200
12	Election Costs							
SUB TOTAL					7,750.00	4,901.14	2,849	2,849

Cost Centre C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
13	Handyman's Wages				495.00		495	495
14	Grass cutting (field)				720.00	360.00	360	360
15	Mole catching (field)				250.00	200.00	50	50
16	Repairs/Maintenance				1,050.00	285.00	765	765
17	Footpath Maintenance				450.00	240.00	210	210
18	Locality Grant Spend				750.00	2,067.05	-1,317	-1,317
19	SCC Quality of Life							
20	SCDC Community Enabling Fund					342.28	-342	-342
SUB TOTAL					3,715.00	3,494.33	221	221

Cost Centre D - Grants

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
21	General Grants				400.00	400.00		
22	Church Field re OSA 1906 s9 & 11				400.00	400.00		
23	Village Hall LGA 1976 s19				500.00	500.00		
24	All Saints Church OSA 1906 et al				500.00	500.00		
25	WildlifeGroup				100.00	100.00		
SUB TOTAL					1,900.00	1,900.00		

Cost Centre E - s137

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
27	S 137							
SUB TOTAL								

Cost Centre F - Miscellaneous

Code	Title	Receipts			Payments			Net Position
		Estimated	Actual	Var	Estimated	Actual	Var	+/- under/over spend
26	Miscellaneous							
SUB TOTAL								

NET TOTAL		14,031.30	15,843.42	1,812	13,365.00	10,295.47	3,070	4,882
V.A.T.			396.54			521.66		
GROSS TOTAL			16,239.96			10,817.13		

Waldringfield Parish Council

	Bank Reconciliation at 06/10/2016		
	Cash in Hand 01/04/2016		
			12,115.06
	ADD		
	Receipts 01/04/2016 - 06/10/2016		16,239.96
A	SUBTRACT		28,355.02
	Payments 01/04/2016 - 06/10/2016		10,817.13
	Cash in Hand 06/10/2016		17,537.89
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Cash	04/05/2016	0.00
	Barclays Community Account	30/09/2016	11,020.41
	Ipswich Building Society	31/03/2016	7,587.41
B			18,607.82
	Less unrepresented cheques		
	As attached		1,245.23
			17,362.59
	Plus unrepresented receipts		
	As attached		175.30
	Adjusted Bank Balance		17,537.89

Waldringfield Parish Council
Uncashed payments\transfers out (All banks)
(Upto 06/10/2016)

Voucher	Date	Cheque No.	Description	Total	Bank
37	16/09/2016	100963	Recycling compound materiels	51.73	Barclays Community Acc
38	16/09/2016	100964	Grass-cutting -field	144.00	Barclays Community Acc
39	16/09/2016	100964	Grass-cutting -field	144.00	Barclays Community Acc
41	19/09/2016	100966	Insurance	495.83	Barclays Community Acc
43	06/10/2016	100968	Salary	389.99	Barclays Community Acc
44	06/10/2016	100969	Travel Expenses	12.00	Barclays Community Acc
45	06/10/2016	100969	Postage	7.68	Barclays Community Acc
Total-----				1,245.23	

Waldringfield Parish Council
Uncashed receipts\transfers in (All banks)
(Upto 06/10/2016)

Voucher	Date	Cheque No.	Description	Total	Bank
11	15/09/2016		Footpath cutting	175.30	Barclays Community Acc
Total-----				175.30	



Waldringfield Parish Council

Parish Clerk: David Lines

43 Fourth Avenue, Frinton-on-Sea, Essex CO13 9DY

E: pc.waldringfield@googlemail.com

T: 01255 678888 (with voicemail)

www.waldringfield.onesuffolk.net/parishcouncil

October 11th 2016

***(If you wish to have more information on any of
the following items, please contact the Clerk)***

1. SCDC - Call-for-Sites: Monday 19th September – Friday 28th Oct
2. Scottish Power – East Anglia Three Wind Farm Hearings – 25th / 26th Oct
3. SALC – Invitation to AGM – 14th Nov
4. SALC – LAIS 1393 – HM Government Precept Consultation – to 28th Oct
5. SCDC – Town and Parish Liaison – Budget Review Meeting - 28th Nov
6. Babergh/Mid-Suffolk – Funding Event in Lavenham - 19th Oct