



Waldringfield

Parish Council

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1654 Minutes of the Parish Council Meeting held on Tuesday, 10th January 2017

Present: Councillors Kay, Videlo, Elliot, Archer, Reid and Winship,
SCC Cllr O'Brien and SCDC Cllr Harvey

1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllrs Matheson (another meeting) and Gold (illness)

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 – Spoke to her report (attached) and reminded the Council of the money still available to it from the SCC Locality Budget
- b) Suffolk Coastal District Councillor Harvey – Spoke to her report (attached) and offered to provide funding from the SCDC Enabling Fund to make up the shortfall to purchase a second speed gun and ancillary equipment for the successful Speed Watch project
- c) Suffolk Police – No report provided.

3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council meeting held on 13th December 2016. Minutes proposed by Cllr Kay, seconded by Cllr Reid and **AGREED** by all present at the meeting.

4 **Matters for REPORT and REVIEW of ACTION POINTS** from the minutes of the Parish Council Meetings held on 13th December 2016. There was no further progress on the action points relating to Suffolk County Council (Village Way and the village exit crossroads. SCC Cllr O'Brien was asked to use her good offices to expedite the matters.

In the Playing Field, the Clerk reported that the Stepping Snake would be replaced by the contractors without cost and Cllr Reid reported that cable ties had been attached to the top of the swing apparatus to discourage birds from resting there and fouling the swings. He presented a small invoice to cover the cost of materials, to be settled at the next meeting. A quotation had been received for ridding the site of moles and the Clerk will instruct their removal, subject to obtaining a further quotation from a local expert.

In response to letters sent to land-owners on the Ipswich Road asking for foliage to be cut back, Mr Parken left a message stating that the land was sold to the (County?) Council several decades ago and that he had no responsibility for the foliage.

In light of the significant preparatory organisation required in the limited time available, no application was made to the Suffolk Rural Fund to promote the setting up a village computer club.

New pads were required for the Defibrillator and the Sailing Club had kindly offered to cover 50% of the cost

5 To **CONSIDER** Planning Applications for **COMMENTS** and to **NOTE** any application decisions: **Planning Applications – DC/16/5277/SCO Land to the South And East Of Adastral Park, Martlesham Heath, Martlesham Suffolk** - Request for EIA Scoping Opinion: Application for 2000 residential homes and associated infrastructure. A draft response (attached) had been circulated by Cllr Kay, with input by a number of councillors. It was **AGREED** that this will be the basis of the formal response to SCDC's request for comment, with small changes made by Cllr Kay and sent to the clerk for passing on to SCDC the next day (Wed. 11th Jan)

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- 5+ 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
16/4722/TCA Broomfield School Road - to fell Walnut tree with suspected honey fungus.
To clear Oak tree branches from overhead cables by 1m. To reduce overhanging branches from neighbour's trees - **PERMITTED**
- 6 To **CONSIDER** candidates for co-option to fill the vacancy on the Parish Council. One candidate had expressed an interest in standing as a Parish Councillor and had sent a short cv, which councillors commented favourably on. However, in fairness to the candidate, it was **AGREED** that she would be invited to attend the next Parish Council meeting for an informal *in camera* introduction to the Parish Council and its work.
- 7 To **RECEIVE** an update from the Parish Plan Groups –The revival of the Road Safety Group, under a new chairman, was postponed, to be discussed at the next meeting. It was noted that the £750 from the SCC Locality Budget was earmarked for road safety projects. The erection of posts to hold portable speed cameras was one suggestion for expenditure
- 8 To **CONSIDER** public rights of way and road safety issues, including Sullivan Place verges and the placement of an AONB sign at the entrance to the village. There has been correspondence between the Wildlife Group and residents of **Sullivan Place**, suggesting some compromise on the matter of untidy overgrown verges versus the encouragement of wildlife. It was **AGREED** that the situation would be monitored for a year on the understanding that the WWG would manage the cutting schedule in tandem with SCDC's contractors. The Clerk would respond to Mrs Lord & WWG accordingly. Proposed by Cllr Reid, seconded by Cllr Winship, **AGREED** by all
AONB Sign – the Clerk would write to the AONB to seek samples and prices
- 9 To **CONSIDER** consultation responses to a number of public/private bodies
SCC Minerals and Waste – No comment at this stage / Martlesham Neighbourhood Plan - no comment other than to commend Martlesham PC on the excellence of its plan and to look forward to working together on matters of shared concern / EDF Energy re Sizewell C – The previously circulated initial draft comments had been updated and, with further minor adjustments, was **AGREED**, with Suffolk County Council and SCDC to be copied into the response. Cllr Winship dissented from the point about emergency planning with regard to nuclear safety (response to Q7, 2nd para). . Proposed by Cllr Reid, seconded by Cllr Elliot, **agreed** by a majority, with one objection and one abstention.
- 10 To **UNDERTAKE** the annual **Risk Management Review** – with minor corrections and additions, the Review was **APPROVED**; proposed by Cllr Kay, seconded by Cllr Archer and **AGREED** by a majority (one abstention)
- 11 **CLERK AND RFO REPORT** (*supporting documents now provided as an attachment*)
a. To **RECEIVE** applications and **APPROVE** payments for community grants, if any – A letter had been received the previous day from Harriet Earle (Hon Treasurer to the PCC), which would be circulated to members to consider the various points raised therein ahead of the next Parish Council meeting. In the interim, the Clerk will write to Mrs Earle, inviting her to make a fresh application on behalf of the PCC.
b. To **CONSIDER** items of expenditure and sign cheques accordingly – see separate list
Total Payments - £506.51 **Receipts** – Ipswich BS annual interest of £71.16 - **NOTED**
c. To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation
Balances held at Bank 30/12/16 and Building Society as at 30/11/16 – Bank **£9,386.49** and Building Society **£7,658.57** - Adjusted balance **£15,414.50 (as at 06/01/17)** after non-presented cheques and receipts (if any)
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 Winship.
It was **RESOLVED** to accept Items b) and c) together with Accounts/Budget and these were signed accordingly. Proposed by Cllr Winship, seconded by Cllr Videlo, all **AGREED**

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- 12 To **CONSIDER** any Correspondence received before the meeting – minor items were reviewed, with no further action
- 13 **PARISH MATTERS for next Agenda** – Co-option procedure to fill the current vacancy / AONB sign at village entrance / Road Safety Group /
- 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** (Appointment of Handyman). Proposed by Cllr Kay, seconded by Cllr Elliot, **AGREED** by all
- 15 To **CONSIDER** the appointment of a village handyman. After consideration of the terms of the appointment and conditional on the production of a task check list (Clerk to coordinate with Cllrs Archer and Reid), it was **AGREED** to appoint Mr Marvyn Godfrey on a contractor basis at his basic hourly rate to undertake the principal task of a monthly inspection of the Playing Field and its equipment, and for ad-hoc repairs and maintenance, subject to separate quotation. Proposed by Cllr Kay, seconded by Cllr Winship, **AGREED** by all

The Chairman closed the meeting at 9. 57 pm

REVIEW OF ACTION POINTS AS AT 13th JANUARY 2017

(Abbreviated notes from action points of November 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. Opportunity re-kindled with change of site ownership

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 - Chairman has written to SCC's Malcolm King to seek progress report – none so far

Footpaths River Wall footpath. **Action**: SCC to erect sign in due course

In progress - Village Way **ACTION** SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project. Consultation completed in April/draft drawings produced – **Action**: Chairman has written to SCC's Malcolm King to seek progress report - none

In progress - The archiving/disposal of the Parish Council records and old files. **ACTION** Sorting of files completed – to be completed on Clerk's return to full health

Suffolk County Council Report January 2017

Health

People from across East Suffolk are being invited to become part of Ipswich Hospital's story by sharing their views on future plans and helping shape the way care is delivered over the next five years. The trust is asking patients, carers, relatives and the public for their feedback on its draft five-year strategy, called 'Writing the next chapter'.

The strategy paints a picture of the challenges facing the hospital, and explains that the trust cannot continue working in the same way as there will not be enough beds or money to meet demand by 2022. It goes on to outline Ipswich's ambitions – to achieve an 'outstanding' CQC report within five years, be among the country's best performing for safety and patient and staff experience, and do more for the same cost.

Ipswich is also proposing to work more closely with others to provide seamless, safe services, make the most of economies of scale and make sure people receive the right care in the right place at the right time.

The hospital is hoping that local people will now join in the conversation about how things can be done differently by sharing their own stories and views on the five-year plan.

Everyone is welcome to share their thoughts and opinions on the plan by emailing writingnextchapter@ipswichhospital.nhs.uk by 20 December.

The feedback will be considered and wherever possible included in the final strategy.

Trading Standards

Suffolk Trading Standards Imports Surveillance Team operate from SCC Landmark House office. They are funded by National Trading Standards as they deal with threats that are national as well as pertaining to Suffolk.

The team has been working to intercept, at the border, as many unsafe products as possible. Most of these products are imported by traders based outside Suffolk, however, the majority of goods imported are available to Suffolk consumers via the internet. The good news is that 4 of the consignments of unsafe goods, intercepted in the last 3 months, were being imported by Suffolk based traders. Goods such as: LED bulbs, battery charges, depilatory heaters. Almost 2,000 unsafe products were prevented from being placed on the market.

Police

I have emailed all my parish councils regarding the PCC's request for fairer funding for Suffolk.

Highways

We are all aware of the considerable disruption and sheer chaos caused by the closure of the Orwell Bridge in November, due to high winds. At the time I wrote a strong letter to James Finch, the Portfolio Holder responsible for Transport & Environment, stating that lack of communication between police, highways, borough, district and county, lack of a strategy for such an event, were major factors in the chaos that ensued. I also asked why the Operation Stack facility didn't come into being, plus the possibility of low vehicles using the bridge. As a result, a meeting was held and the points I raised were discussed. Another meeting is arranged shortly, at which I shall be present.

Patricia

District Councillors report for January 2017 Kirton Ward

A Happy New Year to you all and many thanks for all that you do for your various parishes. Volunteers are the most important asset we have and should never be taken for granted.

I am not going to bore you with ongoing lack of funds. Suffice it to say that in this present economic climate Suffolk Coastal has a duty to protect and provide front line services for the benefit of us all. We need more affordable homes and we need to support economic development. Suffolk Coastal is already the strongest economy in Suffolk. Our Business Plan and Medium term Financial Strategy for the next four years focus on how we, as a council, can invest in our local communities to enable them to flourish.

Merger Decision

There is a simultaneous cabinet meeting on 23rd January to consider the proposed merger. SCD and Waveney Cabinets will vote individually on the merger and a full report will then forward to the Full Council meeting on 26th January.

Sizewell C

The stage 2 consultation runs until 3rd February 2017 and feedback can be submitted online to; <http://sizewell.edfenergyconsultation.info/>

I am attending meetings and having a say on this important consultation. The effects of this 10 year building plan, if it goes ahead, will be felt all over our area with regard to traffic, parking areas etc.

Beach Hut Consultation

I attended the meeting on Beach huts and strongly recommend anyone with a hut should take part in the consultation and have their say. This consultation will last 6 weeks and starts on 5th January until 5pm on Friday 17th February. Available on:

www.eastsuffolk.gov.uk/features/have-your-say-on-beach-huts

Enabling Communities budget.

I still have funding to give to Parish Councils. Please let me know if there is anything I can donate to or kick start for your village. This funding is available to any group which has an account requiring 2 signatures. I need to have spent my remaining funds by mid February. There has been a suggestion from Waldringfield PC, who kindly took on the financial side of this venture, that as we have a reasonable number of volunteers to use the speed camera we should purchase another one thereby doubling our efforts in slowing traffic down. Some Parishes have 30mph stickers to put on their bins which means that at least once a week drivers are reminded of the speed limit. Please discuss these suggestions and let me know your thoughts.

In Waldringfield just before the Christmas period there was an incident of an individual leaving litter (after he was caught short) when UKPower Networks had been working in the area. In this instance this was reported by a nearby resident to UKPower, a Parish Councillor and myself. UK Power took the complaint seriously and identified the lad and made him clear up his own mess. I visited the site and I called out Suffolk Norse. We arrived after UKP due to the fact that no-one local was monitoring the situation.

It is good when people are held to account and we all like to keep our villages looking pleasant for everyone to enjoy. Many roadside signs are damaged when verges are cut and if these go unreported Councils will be unaware so they look awful for ages. Many Public Footpath signs also get knocked over by equally over zealous hedge cutters. We all have a duty to report these things to the relevant authorities responsible for their repair.



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1651 Minutes of the Parish Council Meeting held on Tuesday, 13th December 2016

Present: Councillors Kay, Elliot, Matheson, Gold, Archer, Reid and Winship,
and SCDC Cllr Harvey

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE OF PARISH COUNCILLORS** – Cllr Videlo (Family commitment) and SCC Cllr O'Brien

DECLARATIONS OF INTEREST – Cllr Winship (12.c Grants - Local non-pecuniary interest)

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. Cllr Winship advised that SCC Highways were undergoing reorganisation.
- b) Suffolk Coastal District Councillor Harvey – In addition to her report, Cllr Harvey noted that a permanent Tree Preservation Order had been placed on the oak tree on the boundary of Eureka, Cliff Road. She requested to be advised if the Parish Council agreed to a donation to the Community Speed Watch programme.
- c) Suffolk Police – No report provided.

- 3 It was **RESOLVED TO ADOPT** the minutes of the extraordinary Parish Council meeting held on 17th November 2016. Minutes proposed by Cllr Kay, seconded by Cllr Elliot and **AGREED** by all present at the meeting.

- 4 **Matters for REPORT and REVIEW of ACTION POINTS** from the minutes of the Parish Council Meetings held on 8th and 17th November 2016 respectively. The Clerk had sent replicate letters to property owners abutting Ipswich Road and contacted Mr. Godfrey re handyman duties, who had expressed interest in the role and provided his hourly rate – *an agenda item for the January meeting*. Standing Orders had been updated re late-received planning applications (per the Parish Council's instruction earlier this year) and Financial Standing Orders amended to include the new requirement for two-year budget forecasts. The drafted letter of complaint to SCDC and SCC re the Eureka planning approval had been circulated by Cllr Kay and, after minor changes, was approved for issuance.

- 5 To **CONSIDER** Planning Applications for **COMMENTS** and to **NOTE** any application decisions:
Planning Applications – 16/4722/TCA Broomfield School Road - to fell Walnut tree with suspected honey fungus. To clear Oak tree branches from overhead cables by 1m. To reduce overhanging branches from neighbour's trees. (dealt with at the previous meeting)
To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda
DC/16/5094/TPO – Little Stubbs, Cliff Road. T1 Oak, reduce back to previous pollard at 5m approximately. **RESOLVED** - to make no comment, but to ask the Parish Tree Warden to communicate her views to SCDC's Tree Officer, if appropriate. Proposed by Cllr Reid, seconded by Cllr Gold, **AGREED** by all

To **NOTE** any application decisions received, including those after publication of this agenda

DC/16/4492/VOC-Merryfield Mill Road-variation of Condition 2 of DC/16/2488/FUL

Following careful consideration of the detailed design, the applicant would like to amend the ground floor footprint of the annexe and to increase the depth of the roof overhang to the sides of the annexe only, to lower the eaves height. These amendments can be facilitated by the removal of approved drawing: 0116/07E & substitution with drawing 0116/07H. Replace approved drawing: 0116/07E Condition 2 with revised drawing: 0116/07H illustrating the amendment to the ground floor layout & eaves overhang. **APPLICATION PERMITTED**

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- 5+ To **RECEIVE** an update of the meeting with Commercial Estates Group (CEG). The Clerk's notes of the meeting had been circulated, along with the follow-up letter. Cllrs Kay and Elliot further briefed the Council, in particular noting the modifications made by CEG to the follow-up letter (attached). It was further noted that BT's original application for the site had been formally withdrawn
- 6 To **APPROVE** the **2017/2018 BUDGET** and **AGREE the Precept for 2017/2018** – The Budget, with additional forecasts for 18/19 and 19/20, was **APPROVED**; it was also **AGREED** that the Precept per household would remain unchanged at **£49.99 per household**, with an overall precept request of **£12,752**. It was further **AGREED** that the annual transfer of £700 to the Contingency Reserve would cease after this financial year, with the balance of the recommended increase - £2,100 – found from the unallocated reserves. Proposed by Cllr Kay, seconded by Cllr Reid, **AGREED** by all.
- 7 To **RECEIVE** an update from the Parish Plan Groups – Cllr Kay reported a total of four members for the Telecom Group, in response to his article in the newsletter, and that they would meet in February. Cllr Winship advised that the tasks of the working group dealing with Dog-Fouling were complete. The revival of the Road Safety Group, under a new chairman, would be discussed at the next meeting
- 8 To **CONSIDER** public rights of way and road safety issues, including Community Speed Watch (CSW). A grant of up to £100 (subject to neighbouring councils agreeing the same) would be given to the CSW programme to supplement the funding still available from the grants and help finance new CSW equipment. Proposed by Cllr Reid, seconded by Cllr Elliot, **AGREED** by all
- Sullivan Place and other village verges** – agenda item for the next meeting
- Village Way** – no further action by the Parish Council required at this time
- Village Crossroads** – it was noted that the matter of a parked car had been logged by the Police
- Church Field** – the footpath sign was uprooted, but being dealt with
- Cliff and School Roadside parking** – the Wildlife Group had expressed concern about cars parked on verges causing damage to flora growing there. It was suggested that the WWG should consider the use of the railway sleepers recently offered to them to alleviate the problem
- 9 To **CONSIDER** To **CONSIDER** consultation responses to a number of public/private bodies (SCDC-WDC Merger – no comment / SCC Minerals and Waste – **DEFERRED** to the next meeting / Martlesham Neighbourhood Plan **DEFERRED** to the next meeting / EDF Energy – Cllrs Kay and Reid to circulate initial draft comments with any further comments to be fed back by early January re Sizewell C / SCDC re removal of BT Payphones – the Council **RESOLVED** to object to the removal of the pay phone, citing poor mobile phone reception and the need for a reliable back-up for residents and visitors alike to contact the emergency services. Any proposal to 'adopt' the telephone box, in case of discontinuation of service, was to be confirmed later.
- 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) Newsletter Advertising Policy and 2017 Publication Dates - **AGREED** by all
- 11 To **CONSIDER** an application for a grant from Suffolk Rural Fund. Cllr Winship wished to make a separate application on behalf of the Quiet Lanes initiative, but sought the Parish Council's endorsement of Quiet Lanes to help support the application. **RESOLVED**, that the Parish Council endorsed the Quiet Lanes initiative – **AGREED** on the casting vote of the Chairman. It was further **RESOLVED** that the Parish Council would make an application for up to £1,000 to assist in the setting up of a community Computer Club
- 12 **CLERK AND RFO REPORT** (*supporting documents now provided as an attachment*)
- a. To **CONSIDER** a request from HMRC to make PAYE and NI payments electronically – having considered the options, it was **AGREED** that payment would be made via the Post Office, with the appropriate payee details per HMRC requirements.
- b. To **ACCEPT** a Play Space grant from SDCD to finance the cradle swing repairs – **AGREED**

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- 12 c. To **RECEIVE** applications and **APPROVE** payments for community grants, if any – An application for £500 from the Parochial Church Council was received and approved in principle. However, Cllr Winship wished to engineer a revised application, closer to £800 to cover 50% of the churchyard grass-cutting costs – **DEFERRED** until the receipt of a revised application
- d. To **CONSIDER** items of expenditure and sign cheques accordingly – see separate list
Total Payments - £1,124.05
- e. To **RECEIVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation
Balances held at Bank 30/11/16 and Building Society as at 1/10/16 – Bank £9,512.49 and Building Society £7,587.41 - Adjusted balance £15,849.85 (as at 07/12/16) after non-presented cheques and receipts (if any)
- 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 c), d) and e) together with Accounts/Budget and these were signed accordingly. Proposed by Cllr Kay, seconded by Cllr Archer, all **AGREED**
- 13 To **CONSIDER** any Correspondence received before the meeting – per the attached list. It was **AGREED** that the request from Jobydoo to advertise on the Parish Website would be declined by the Clerk, to be consistent with the current policy of no commercial advertising
- 14 **PARISH MATTERS for next Agenda** – AONB sign at village entrance / Village Handyman / Road Safety Group / SCC Minerals and Waste consultation / Martlesham Neighbourhood Plan consultation, in context with potential upcoming planning applications / Sullivan Place re verges / Risk Management Review
15. 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 16** (Annual staff review) - **RESOLVED**
16. To **UNDERTAKE** the Annual Review of staff contracts in light of the 2016-18 pay scales published in April this year. In recognition of the Clerk's increased experience, it was **AGREED** to move his salary up to NALC salary point 20, effective from April 1st 2017

The Chairman closed the meeting at 10. 05 pm

REVIEW OF ACTION POINTS AS AT 21st DECEMBER 2016

(Abbreviated notes from action points of November 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. Opportunity re-kindled with change of site ownership

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 - Chairman has written to SCC's Malcolm King to seek progress report – none so far

Footpaths River Wall footpath. **Action:** SCC to erect sign in due course

In progress - Village Way **ACTION** SCC advised of PC recommendations. SCC Cllr O'Brien has committed £15,000 funding to the project. Consultation completed in April/draft drawings produced – **Action:** Chairman has written to SCC's Malcolm King to seek progress report - none

In progress - The archiving/disposal of the Parish Council records and old files.
ACTION Sorting of files completed – to be completed on Clerk's return to full health



Attention of Mr David Lines,
Clerk to Waldringfield Parish Council,
43 Fourth Avenue
Frinton-on-Sea
Essex CO13 9DY
6th January 2017

Dear Mr Lines

Re: letter from Mrs Lord and others regarding the verges at Sullivan Place

Firstly we are sorry that so many residents have been upset by the appearance of the verges this year (2016).

We would agree that this year the verges either side of Sullivan Place did grow to look quite untidy by late June. This was due to a mild winter when the grass did not really stop growing, followed by a very wet spring. It was also quite an unusual year in that bulbs planted for a sequence of flowers, both here and in other areas, all flowered together. The grass then continued growing rapidly so that by mid June it had flopped a bit under more heavy rain.

We can suggest some ways of avoiding this. First we would like to remind ourselves of the reasons for the existence of these areas.

Reasons for the Verge Project

The verges project was started in 2004 by the Waldringfield Wildlife Group as a way of helping in a small way to combat the loss or decline of many species of wildlife including insects, birds, bats, spiders, hedgehogs and many others which have been widely shown to be under threat. One way of helping all of these creatures survive and flourish is the provision of their habitat of grasses and wildflowers among which they can find shelter, food and the possibility of completing breeding cycles.

The wildlife Group looked at many areas through the village where something could be done to help the situation. Initially crocuses and daffodils were planted for early pollen in verges bordering the road outside of the playing field. At Sullivan Place there is a wide area of grass maintained by Suffolk County Council under direction from Waldringfield Parish Council, which is in an open, flat, sunny position favourable for the growth of flowering plants preferring sun and of benefit to many insects. The area is slightly damp being in a relative hollow and is a good spot for cowslips, which are also disappearing from

the countryside. Indeed the cowslips have done rather well (see photo). These conditions are not available in other locations managed by the Parish Council.



Fig. 1 Cowslips in May 2010 with a wide short area bordering the road.

The two areas either side of Sullivan Place were marked out in plan to retain a wide strip along the roadside which would be mown regularly. The areas are open and visible and likely to be seen by people entering the village to go to the school, sailing club etc. We see this as an asset to display what can be done to help wildlife in a semi-urban situation.



Fig. 2 June 2012 A mixture of grasses and flowers - grasses have tended to take over. This area was in subsequent years moved forward as far as the concrete cover to allow a cut strip along the rear next to the footpath.

We think that the result has been successful visually at certain times of the year and that it is mainly the June-July period when problems are perceived. Therefore we put forward a few suggestions for consideration. Several of these are aimed at reducing the vigour of the grasses which can otherwise dominate and hide the flowers from view:

- Cut grass to about half its height in mid June (or earlier depending on how tall it has grown) and leave to grow again for 6-8 weeks before it is cut short for the winter. This would enable later flowers to appear such as the Ox Eye Daisies while reducing the vigour of the grass. The mowing team (NORSE) say the best way to do this would be to strim the two areas which according to them would not take very long. As the height would then be lower the sward could be allowed to re-grow and flower and set seed before being cut later on in September, depending on the weather. There needs to be a bit of flexibility as some years are very dry and growth is slow.
- The grass should be marked out correctly before cutting begins, usually done by the group with white paint spots. The operatives also have a scaled dimensioned drawing to follow.
- Reduce fertility by removing all the cut grass each time it is cut. This has not always been carried out. It is known that if the cut grass is always removed after cutting, fertility of the soil will be reduced leading to less vigorous grass growth.
- Reducing fertility by introducing Yellow Rattle, which can be spread by seeding and is a parasite on grass roots. This is supplied by the Suffolk Coasts and Heaths for these types of areas. It is quite pretty (see below) and is also visited by butterflies and bees.
- Introduce more flowering plants so making the areas more colourful. Residents might like to suggest what they would like to see. We can supply more Ox-eye Daisies, Self Heal, Red Clover and Yarrow. We could also purchase more bulbs.
- Encourage the timely cutting of the surrounding areas by SCC as this gives a crisper feel and more 'intentional' appearance to the longer grasses and flowers and 'sets them off' better.
- A notice or notices explaining the project might help with general understanding what is going on. However we feel many people are reluctant to see more signage in the village. We suggest small removable signs such as butterflies on short stakes which could be produced with the help of the school children and which would be an educational project for them as well as a fun activity. The notices would be removed before cutting starts.
- We would not like to see a reversion to the complete mowing of these large and wide verges as used to be the case. This would result in the loss of all the early flowering plants including the cowslips and most of the spring bulbs. It would also result in the loss of later flowerers like Ox Eye daisies and others, and of course reduction of habitat value once cut. The long grass itself is of immense value to small moths and other insect species which are in decline throughout Britain. It also would be good foraging ground for hedgehogs and encourage insect eating birds such as the song thrush, warblers and spotted flycatcher. Unfortunately it seems private gardens seldom find room for the long tussocky grass which is so important to wildlife.
- The Wildlife Group is in the process of producing an illustrated leaflet which will be distributed to everyone in the village describing a number of our projects and including an update on the verge project around the village.

The following is a list of what has been planted in the Sullivan Place verges since 2008, and their flowering time:

Crocus tomasianus species	- 500	- for early pollen	- February, March
Crocus Golden Bunch	-500	" "	- February, March

Tenby daffodils 250 each side	- April
Ox eye daisy plugs grown by members	-- May, June, July
Toadflax grown by members	- -----August, September
Cowslips grown by members	---May

continues on next page

Gladiolus byzantinus 50 each side for later colour	---July
Fritillaries 50 each side	-----June
Star of Bethlehem 50 each side	-----May, June
Allium -blue 200 for later colour	-----June
Allium- pink 100 " "	-----June

The funding for most of the bulbs was given by the Parish Council with other contributions from private individuals in the village.

We would also like to draw attention to the fact that this sort of planting - meadow areas with a mixture of grasses and wild flowers -- is widely seen as beneficial to wildlife with the creation of many small preferably linked habitat areas compensating for the loss of large areas of the countryside to intensive agricultural practices. There is a movement throughout the country including our own AONB to promote this kind habitat creation in the face of the challenges that the natural world faces from intensive agriculture and loss of habitat generally. Indeed we have been told that our Waldringfield Scattered Orchard Project and Pollinator Patches were the inspiration for the AONB currently taking up these ideas and supporting and promoting similar efforts in villages throughout the Coasts and Heaths and Dedham Vale



*Fig. 3 Yellow Rattle, photo from Emorsgate Seeds
This is a parasitic plant which reduces the size and vigour of grasses.*

These suggestions were made in a letter to the residents and we were encouraged to see in their reply that they support the project in general

in other parts of the village. In answer to the two main objections they still appear to have:

Sightlines -

Naturally traffic sightlines and safety are an over-riding concern. We cannot however see how any sightlines are affected by these grassy areas. There is an area of very short cut grass maintained at about 2m wide or wider around the outside edges of both areas next to the road. The long grasses when they do grow tall do not grow more than 90cms at most, which is well below the view of a driver looking to turn into or out of the junction. This junction in fact seems to have much wider and more open sightlines than any other in the village, such as at Sunnyhill, or the Mill Road/Cliff road junction which are much more restricted in views. If our suggestion of strimming in mid June or so was taken up this would reduce the height of vegetation still further.

Alternatives-

There are in fact very few areas in the village which are maintained by the Parish Council. Sullivan Place is the only spot where a flat open area receives lots of sunlight and has fairly good soil, so making it suitable for meadow style development. Around the playing field the banks are shaded by larger trees and very dry so not suitable for cowslips. The lay-by is also very shady and this and other verges are in fact owned and maintained by private individuals. Many insects and especially pollinators such as bees, butterflies and moths prefer sunny open areas.

We hope that the option of an interim cut might at least be tried for the coming year (2017) while our leaflet may go some way to increasing understanding of what we are trying to achieve. We as a group are prepared to find group members to carry out raking off and removing cut grasses and planting more plugs of wild flowering plants to improve the appearance of the areas.

Kind regards,

Christine Fisher

Christine Fisher,
on behalf of
Waldringfield Wildlife Group
Verge Project Group.



Waldringfield Parish Council

Annual Risk Assessment and Management

(Reviewed 10th January 2017)

RISK ASSESSMENT RESPONSIBILITIES

Reviewed 10 January 2017

	Area	Name
A	Playing Field	Cllrs Archer & Reid
B	Tennis Court	Cllr Archer
C	Village Sign	Handyman – reporting to Clerk
D	Seats along Beach and Layby	Cllrs Gold & Matheson
E	Roads	All Cllrs
F	Footpaths	Cllr Gold
G	Village Hall	Vacant
H	Church Field	Cllr Gold & Elliot
I	Beach & River including Litter Bin Area	Cllrs Matheson & Gold
J	River Flood Defences	John Smith FW / Ged Morgan DFW / Tony Lyon DFW - reporting to Cllr Winship
J	Emergency Planning Officer	Cllr Winship
K	Grit Bins	Cllr Winship/Clerk
L	Notice Boards	Cliff Road Cllr Archer, Heath Cllr Kay
M	Fire Hydrants	Cllr Winship

A PLAYING FIELD

Responsible body - WPC in absence of Playing Field Committee

Swings	
Seesaw	
Slide	
Wooden Fort	
Wooden Log Train	
Wooden Snake	
Wooden Parallel Bars	
Goal posts	
Seats	
Wooden Picnic Set (seat and table)	
Fencing and Gates	
Roses	
Trees & branches	

Inspections by handyman and/or Cllrs Archer and Reid on a minimum quarterly basis
Annual ROSPA Inspection arranged by Suffolk Coastal District Council or subsidiary

B TENNIS COURT

Responsible body -Tennis Court Trust

Surface of court	
Posts	
Net	
Fencing	

Visual inspection monthly by Handyman / Trustees
Tennis Court Matters are reported by Cllr Archer

C VILLAGE SIGN

Responsible body - WPC

Handyman checks condition quarterly and reports to Clerk when re-painting or repair is needed.

D SEATS

Responsible body - WPC

Along beach, Cliff Road Layby and Cliff Road Bus Stop Cllrs Matheson & Gold

E ROADS, KERBS & ROADSIGNS

Responsible body - SCC, Highways Dept.

All Councillors to monitor

F FOOTPATHS & BRIDLEWAYS

Responsible body - SCC, which delegate parts to WPC

Farmers are responsible to make good footpaths and bridleways that are ploughed up.
Cllr Gold oversees all footpaths & bridleways and reports to WPC.

G VILLAGE HALL

Responsible body - Village Hall Management Committee

The Village Hall and the land on which stands is owned and controlled by the Waldringfield Village Hall Trust, an independent charity. The current building was erected in 2002 with a grant from the Lottery supplemented by fundraising by villagers. The Car Park (which includes the apron of land in front of boundary hedge) was laid out in 2004 with most of the cost raised by the local community. The Trustees of the Village Hall are elected annually and the Parish Council is entitled under the terms of the Trust to nominate one member to take up full responsibilities as a trustee - this position is currently vacant. The Trustees of the Village Hall are responsible for managing their own risks.

H CHURCH FIELD RECREATION GROUND

This part of Church Field extending to 5.1 acres was generously given to the Parish by Dr Tom Waller in 2002. Its management, both of the field and the uses to which it is put is vested in a charitable trust.

Church Field matters are reported to the Parish Council by Cllrs Gold and Elliot

I BEACH AND RIVER DEBEN

The beach is extensively used, especially during the summer by:

- a. Members of the public
- b. Members of the Waldringfield Sailing Club, visiting yachtsmen & village residents
- c. Swimmers and bathers
- d. Dog walkers
- e. Hut owners

For many years, the beach above mean high water spring tides was owned by the church, first as glebe in the gift of the Rector of Waldringfield and then by the Diocese of St Edmundsbury and Ipswich under the transfer of Glebe Measure.

'The Diocese sold the land from the Pub to the far end of the dinghy park, including the footpaths, banks etc.to Waldringfield Sailing Club. Just prior to that, it sold the land on which 26 front huts stand to the individual owners of the huts, including one piece of land to Waldringfield Hut Owners Ltd, a company formed to help the purchase from the Diocese, to maintain most of the previous lease conditions and to avoid upsetting the status quo. Hut site 7, where the original 1895 Waller hut stands, is still owned by the Diocese.'

Waldringfield Sailing Club owns the land down to the mean high water although there has been some discussion as to the exact limits of the club's ownership in this regard. The mean is between springs and neaps and that is the difficulty, but enough is owned to give the Sailing Club the footings of the river wall and the railings, for which they are responsible.

NOTE: Mr Martin McBeale owns the triangle of land on the beach below his hut on the top of the cliff.

Beach and River matters reported by Cllrs Matheson and Gold

The moorings on the river Deben are administered by the Waldringfield Fairway Committee which holds a lease from the Crown Estates commissioners, acting as agents for the Crown, who are the freeholders of the river bed.

The Fairway Committee own 2 scrubbing posts and the Harbourmasters hut, but the Fairway Committee pays rent to the Sailing Club for the land on which the Harbourmasters hut is situated. The scrubbing posts are used by keeled yachts and were one or both of the posts to give way whilst so being used a serious accident could occur, causing death or serious injury and damage to surrounding property.

Whilst the Waldringfield Fairway Committee is a separate body to the Parish Council, it would seem prudent for the WPC to enquire or even request WFC to have these posts surveyed annually by a qualified surveyor. The 2 posts were procured by the late Ernest Nunn and are of the finest quality greenheart and should last many years - however they must now be about 25 years old and their bases are covered each half tide.

The Fairway Committee insure their liability towards third parties for death, bodily injury and damage to property.

Fairway Matters are reported by Cllrs Matheson and Gold

J FLOODING AND EMERGENCY PLANNING

John Smith is Flood Warden, Ged Morgan and Clive Tony Lyon are Deputy Flood Wardens. Cllr Neil Winship is the Emergency Planning Officer.

Matters are reported by Cllr Winship.

K GRIT BINS

7 Grit Bins were replaced with plastic ones in 2010. 5 are placed along School Road, 1 on corner of School Road and Ipswich Road, and 1 on the bend in Fishpond Road/Sandy Lane.

Handyman / Emergency Planning Officer Cllr Neil Winship advises the Clerk as/when these need refilling

L NOTICE BOARDS

1 on Heath Road and 1 on Cliff Road

Cllr Kay on Heath Road and Cllr Archer on Cliff Road

M FIRE HYDRANTS

Fire Service inspects and checks on request.

Cllr Winship as Emergency Planning Officer

N ROAD SAFETY

Responsibilities to be established

WPC FINANCIAL RISK ASSESSMENT AND MANAGEMENT

1st April 2016 to 31st March 2017

TOPIC	IDENTIFIED RISK	RISK LEVEL H/M/L	MANAGEMENT OF RISK	REQUIRED ACTION
Precept	Not submitted	L	Full minute -RFO to follow up	Diary
	Not paid by DC	L	Confirm receipt	Diary
	Adequacy	L	Budget review Nov/Dec	Diary
Other Income	Cash-handling	N/A	Avoided, but when it occurs, a receipt is issued	Annual Review of controls
	Cash-banking	N/A	Banked as soon as possible and reconciled to next bank statement	Verification of bank statement every meeting
Grants in	Claims process	L	Clerk to check as required	Diary
	Receipt	L	Clerk to check when due	Diary
Interest Income	Receipt when due	L	Clerk to check when due	Diary / obtain pass book update / new statement
	Surplus Funds	L	Review bank balances	Diary / annual review
Salaries	Incorrect Payment	L	Check salary to minute, hours and contract rate	Members to monitor monthly payments
	Incorrect PAYE & NI	L	Check PAYE/NI calculations	HMRC Basic PAYE Tools Real Time Info used
	Self-employment status challenge	L	Confirm status per HMRC guidelines	Confirm with HMRC if required
Direct Costs & Expenses	Goods not supplied	M	Follow up on all orders	Diary
	Incorrect Invoice	L	Check invoices for accuracy & monthly bank reconciliation	Clerk to verify invoice Member to reconcile
	Incorrect cheque preparation	L	Payment list to all members Signatory initials cheque stub and invoice	Clerk to prepare Signatories to check and initial as approval
Grants out	No power to pay or identified approval	L	Minute PC agreement with identified power to pay	Grant form plus identify LA power used

TOPIC	IDENTIFIED RISK	RISK LEVEL H/M/L	MANAGEMENT OF RISK	REQUIRED ACTION
Election Costs	Invoice at agreed rate	L	Include in budget and/or create reserves	Clerk to verify
VAT	VAT analysis	L	All items in cash book	Automated software ensures accuracy and produces annual report
	VAT sales	N/A	Under VAT threshold	
	VAT purchases	L	Per cash book	As above
	VAT claimed in time	M	Annual return usually, with extended grace period	Claim as part of FYE preparations / Diary
Reserves General	Adequacy	L	Consider at budget meeting against national guidelines	Three year forecast
Earmarked	Adequacy	L	Consider at budget meeting and review of final accounts	Clerk to advise if required
	Unidentified or contingent liability	L	Maintain contingency fund at agreed level	PC to review at budget meeting
Assets	Loss, damage etc.	M	Regular inspection, update of insurance and register	Regular inspections & annual review
	Third Party Risk	M	Review adequacy of Public Liability Insurance	Diary
Staff	Key Person Risk	M	Hours, health, stress, training early departure - monitored and managed by Chairman	Key Person Risk Matrix in place
	Fraud by staff	L	Monthly bank reconciliation & payments verified Fidelity Guarantee value set appropriately	Member to verify monthly bank reconciliation & signatories to confirm correct payments
Loss	Due to critical damage or 3rd party (in)action	L	Review of insurance cover	Diary
Maintenance	Reduced value of assets or amenities	M	(Minimum) annual inspection	Diary

TOPIC	IDENTIFIED RISK	RISK LEVEL H/M/L	MANAGEMENT OF RISK	REQUIRED ACTION
Legal Powers	Illegal activity or payment	H	Council to understand its legal powers	Training where require
Financial Records	Inadequate records	L	Clerk to verify regularly plus Internal Audit review	LA accounting software plus annual IA review
Minutes	Accuracy and legality	L	Review at following meeting	Agenda item
Members Interests	Conflict of Interest	M	To be minuted and addressed as appropriate	Agenda item

Waldringfield Parish Council

Key Person Risk Management Matrix

TYPE / PERIOD OF INCAPACITY

←-----MILD-----MODERATE-----SEVERE----->

SCENARIO	TEMPORARY < 1 MONTH	SHORT TERM < 3 MONTHS	MEDIUM TERM 3 - 6 MONTHS	LONG TERM 6 - 12 MONTHS	PERMANENT > 12 MONTHS	REQUIREMENTS
MITIGATION	DEFER/CANCEL/ HOLD MEETING	HOLD MEETINGS	HOLD MEETINGS	HOLD MEETINGS	HOLD MEETINGS	
AGENDA + PUBLICATION w/REPORTS (COUNCILLORS + SCC +SCDC, WEBSITE & WALDRINGFIELDERS)	CHAIRMAN/ CLERK	CHAIRMAN/ CLERK	CHAIRMAN/ (TEMP) CLERK	CHAIRMAN/ TEMP. CLERK	CHAIRMAN/ NEW CLERK	AGENDA TEMPLATE ACCESS TO SCDC PLANNING ACCESS TO SCRIBE SOFTWARE ACCESS TO HMRC BPT-RTI ACCESS TO WEBSITE NOTEPAD
MINUTE-TAKING	NOMINATED COUNCILLOR	NOMINATED COUNCILLOR	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	
MINUTE WRITING + PUBLICATION ON WEBSITE w/REPORTS	NOMINATED COUNCILLOR/ CLERK	NOMINATED COUNCILLOR/ CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	MINUTE TEMPLATE ACCESS TO WEBSITE
PAYMENTS (INC. SALARY & PAYE)	DEFER OR SET UP BY CLERK	SET UP BY CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	CHEQUEBOOK ACCESS TO HMRC BPT-RTI
FINANCIAL REPORTS	DEFER OR BY CLERK	PRODUCED BY CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	ACCESS TO SCRIBE BANK STATEMENTS
REPORTS	DEFER OR PRODUCED BY CLERK / NOMINATED COUNCILLOR	DEFER OR PRODUCED BY CLERK/ NOMINATED COUNCILLOR	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	ACCESS TO WPC STATIONERY ACCESS TO SOURCE MATERIAL
FILING	DEFER OR BY CLERK	DEFER OR BY CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	ACCESS TO CLERK'S OFFICE
CORRESPONDENCE	DEFER OR BY CLERK	CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	ACCESS TO WPC EMAIL / MAIL
PLANNING APPLICATIONS/ DECISIONS (FROM/TO SCDC)	NOMINATED COUNCILLOR/ CLERK	NOMINATED COUNCILLOR/ CLERK	(TEMP) CLERK	TEMP.CLERK	NEW CLERK	ACCESS TO WPC EMAIL FORWARDING OF SCDC CORRESPONDENCE
ANNUAL AUDIT + OTHER REGULATORY REQUIREMENTS (E.G. ANNUAL POLICY REVIEWS)	(TEMP) CLERK	(TEMP) CLERK	(TEMP) CLERK	TEMP.CLERK	TEMP.CLERK	ACCESS TO CLERK'S OFFICE CALENDAR & CORRESPONDENCE

Item 11 - next four pages

6 January 2017 (2016-2017)

Waldringfield Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
59	Salaries	06/01/2017		Bardays Community A	100983	Salary	Mr D Lines	X	389.99	0.00	389.99
60	Stationery/Mileage/Etc.	06/01/2017		Bardays Community A	100984	Travel Expenses	Mr D Lines	X	12.00	0.00	12.00
61	Membership Subs re LGA s11	06/01/2017		Bardays Community A	100985	Annual Subscription	Society of Local Council Clerk	E	93.00	0.00	93.00
62	Post and telephone	06/01/2017		Bardays Community A	100984	Postage	Mr D Lines	E	11.52	0.00	11.52
Total									506.51	0.00	506.51

6 January 2017 (2016-2017)

Waldringfield Parish Council

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
13	Bank Interest	06/01/2017		Ipswich Building Socie		Bank Interest	Ipswich Building Society	X	71.16	0.00	71.16
Total									71.16	0.00	71.16

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

Cost Centre A - Receipts

Code	Title	Receipts			Payments			Net Position +/- under/over spend
		Estimated	Actual	Var	Estimated	Actual	Var	
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	71.16	1				1
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	15,914.58	1,883				1,883

Cost Centre B - Administration

Code	Title	Receipts			Payments			Net Position +/- under/over spend
		Estimated	Actual	Var	Estimated	Actual	Var	
1	Salaries				5,150.00	3,821.50	1,329	1,329
2	PAYE/NI					514.00	-514	-514
3	Stationery/Mileage/Etc.				375.00	323.83	51	51
4	Post and telephone				120.00	43.97	76	76
5	Newsletter re 1972 LGA s142				480.00	630.85	-151	-151
6	Village Hall hire				250.00	250.00		
7	Insurance				490.00	495.83	-6	-6
8	Membership Subs re LGA s111				425.00	365.10	60	60
9	Audit				210.00	166.00	44	44
10	Chairman's Expenses				50.00		50	50
11	Training				200.00		200	200
12	Election Costs							
40	Website Annual Fee					63.98	-64	-64
SUB TOTAL					7,750.00	6,675.06	1,075	1,075

Cost Centre C - Playing Field/Recreational

Code	Title	Receipts			Payments			Net Position +/- under/over spend
		Estimated	Actual	Var	Estimated	Actual	Var	
13	Handyman's Wages				495.00		495	495
14	Grass cutting (field)				720.00	420.00	300	300
15	Mole catching (field)				250.00	200.00	50	50
16	Repairs/Maintenance				1,050.00	564.86	485	485
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	3,834.19	-119	-119

Cost Centre D - Grants

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

Cost Centre F - Miscellaneous

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

NET TOTAL	14,031.30	15,914.58	1,883	13,365.00	12,409.25	956	2,839
V.A.T.		396.54			602.43		
GROSS TOTAL		16,311.12			13,011.68		

Waldringfield Parish Council

	Bank Reconciliation at 06/01/2017		
	Cash in Hand 01/04/2016		
			12,115.06
	ADD		
	Receipts 01/04/2016 - 06/01/2017		16,311.12
A	SUBTRACT		28,426.18
	Payments 01/04/2016 - 06/01/2017		13,011.68
	Cash in Hand 06/01/2017		15,414.50
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Cash	04/05/2016	0.00
	Barclays Community Account	30/12/2016	9,386.49
	Ipswich Building Society	30/11/2016	7,658.57
			17,045.06
	Less unrepresented cheques		
	As attached		1,630.56
			15,414.50
	Plus unrepresented receipts		0.00
B	As attached		
	Adjusted Bank Balance		15,414.50

Waldringfield Parish Council
Uncashed payments\transfers out (All banks)

(Upto 06/01/2017)

Voucher	Date	Cheque No.	Description	Total	Bank
51	04/12/2016	100975	Salary	389.99	Barclays Community Acc
52	04/12/2016	100976	Travel Expenses	12.00	Barclays Community Acc
53	04/12/2016	100977	PAYE & NI	145.20	Barclays Community Acc
54	04/12/2016	100978	Play Equipment Repairs	282.24	Barclays Community Acc
55	04/12/2016	100979	Newsletter	152.25	Barclays Community Acc
56	04/12/2016	100980	Annual Subscription	16.78	Barclays Community Acc
57	04/12/2016	100981	Grass-cutting -field	72.00	Barclays Community Acc
58	07/12/2016	100982	Litter bin emptying	53.59	Barclays Community Acc
59	06/01/2017	100983	Salary	389.99	Barclays Community Acc
60	06/01/2017	100984	Travel Expenses	12.00	Barclays Community Acc
61	06/01/2017	100985	Annual Subscription	93.00	Barclays Community Acc
62	06/01/2017	100984	Postage	11.52	Barclays Community Acc
Total.....				1,630.56	