



1270 Minutes of the Parish Council Meeting held on Tuesday 18 January 2011

Present: Councillors Kay, Matheson, Gold, Rayner, Wootton, Elliot, Wright and Videlo, SCC & SCDC Cllr O'Brien, no members of the public were present.

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE** - Cllr Archer (work), SCDC Cllr Falconer. SCC & SCDC Cllr O'Brien arrived late due to attending another parish council meeting.
- 2 **DECLARATIONS OF INTEREST** - Cllrs Videlo and Kay Item 8 - Personal. Cllr Wright Item 5 - Personal.

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 as there were no members of the public present.

To **RECEIVE** reports from:

- a) County Councillor and Suffolk Coastal District Councillor Patricia O'Brien. Report received, circulated and noted.
In response to a question Cllr O'Brien said that mobile libraries would continue. Cllr Videlo enquired what income libraries generated? Cllr O'Brien would find out. One cut to village verges would now be lost. SCC only carrying out one cut a year. Need to liaise as first cut in Waldringfield usually leaves some verges due to bulbs growing. Waldringfield needs to lose first cut not second. Cllr O'Brien would investigate and report back.
Cllr O'Brien had attended Scrutiny meeting and challenged number of houses required. The committee had not had the benefit of responses to LDF. When Cabinet meet to decide LDF they will only be given a general view of the responses, but can look up the individual ones on the SCDC web site if they wish.
Waldringfield councillors had queried cuts to the almost non-existent bus service. Waldringfield PC had not received any response to their email response to the consultation. The Clerk had forwarded a copy of this to Cllr O'Brien who was investigating why the bus timetable had not been satisfactorily arranged in the first place for the convenience of passengers. We are awaiting a reply to these further investigations.
 - b) Suffolk Coastal District Councillor Veronica Falconer. Report received, circulated and noted.
 - c) Suffolk Police – no one was able to be present. No crimes reported to police up to 11 January. Cllr Videlo reported a recent burglary at a house near Martlesham Church.
- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 14 December 2010.
- 4 **REVIEW ACTION POINTS** from the Parish Council Meeting held on 14 December 2010
Ongoing - **Annual PC Appraisal**. Cllr Kay to progress.
In Progress - **Housing Policy** for Village to be included in revised **Parish Plan**. Working Group members Bob Crawley, and Cllrs Kay, Videlo and Rayner. Cllr Elliot offered to join the group and take on the charring role. It was important that more residents joined the group in order to reflect the concerns of the village. Cllr Elliot would write a piece for the February Newsletter.
In Progress - **Play Field**.
On Agenda - Cllr Archer to get estimates for **Access Area to Playing Field**. Clerk has given Cllr Archer a contact at SCDC re regulations for gates. We can apply to the Play Space Fund for a grant for the gates. Sports Space Fund will consider application for funding for remedial work to Tennis Court. Cllr Archer to get quotes.

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN.....I Kay.....DATE...08/02/2011.....

WALDRINGFIELD PARISH COUNCIL

1271

On Agenda - ROSPA report had finally been received by Clerk after a lot of badgering of department at SCDC. Clerk has sent copies to Cllrs Archer and Wootton and they would report to December meeting.

On Agenda - Letter sent to Waldringfield Golf Club re Golf balls on the road. Our letter has been forwarded to the owner of the club and their insurance company and they will get back to us. Nothing further yet. Clerk to ask for a representative to attend a future Parish Council Meeting to answer Councillors concerns. No reply – Clerk to chase. Chased again no response. Cllr Wright will visit the Club to invite a response. Had contacted the club and same response received as given to Clerk earlier in the year. Club had made ex gratia payments to injured parties before. Cllr Wright has arranged a meeting with them during the first week in January. A response would be agreed that could be published in the February Newsletter

In Progress - Litter Collection on the Beach. SCDC will provide two bins in winter and six bins in summer, and also glass recycling bins. Bins for glass needs more thought, because of possible danger of broken glass. Pub already has glass recycling bin. SCDC require gate onto fence to wheel bins through for emptying. Clerk to ask Roy Lord to check what needs to be done and cost. Clerk to write a letter of thanks to Liz Kennedy. Roy Lord said that if we need to put a new hinged gate into the fence, the whole fence would need replacing. Would be better left as is with lift off gate at one end. Cllr Kay had concurred with findings and would contact SCDC again. Clerk to send letter to SCDC

Cleared - Benches on beach. The river wall is due to be replaced and repaired during the winter so benches would be stacked away by Sailing Club. Cllr Gold would talk to Sailing Club about possible removal of broken ones. Cllr Gold dealing as necessary.

On Agenda – C10/0941 Appeal Foxburrow Farm – Storage for 200 Caravans. We are advised that we can attend the enquiry and speak providing the inspector is notified before the commencement of the enquiry. Cllr Kay would represent the PC at the enquiry. He would send a copy of proposed submission to all councillors before the next meeting, where it would be discussed and amended as necessary. Look out log cabin notes and bring to next meeting.

On Agenda – Response to LDF. As well as being available online there are two hard copies circulating among councillors. SCDC has reduced the number of houses to be built each year, but not the number on Adastral Park. We should home in on the arguments that they will take notice of. Lots of discussion took place. Cllrs to check if Waldringfield is considered a Local Service Centre and send all their points to Cllr Kay to formulate a response to be discussed at the January PC Meeting.

On Agenda - Dates for Public Question and Answer Session with BT. It was agreed that the Parish Council should facilitate a public meeting for residents and other parish councils. This should be a question and answer session. The meeting should take place sometime in February. When we have an idea of dates available, we would respond to BT's letter and invite other parish council representatives. Clerk to get dates.

On Agenda - Letter of Action re referendums on Council Tax. It was agreed we should respond to this. Cllr Archer would write a letter and circulate it for approval for Clerk to send.

On Agenda - SCC Strategy Cuts. No time to discuss.

Ongoing – Risk Analysis and Risk Assessment on Assets and Responsibilities. These documents to be deferred to February Meeting.

Cleared – BT Kiosks. Clerk had contacted intermediary at SCDC. Received names of 3 people at BT to contact. It was agreed not to contact BT at present re History Group adopting kiosks, as it may precipitate the removal of the phone lines. We had previously notified BT through SCDC that we do not wish this to happen, and that the phone lines should be left for emergencies as mobiles do not work very well in Waldringfield. Cllr Videlo would ask History Group to carry out periodic checks to make sure the phones lines are still connected.

Cleared – Pothole in road near quay reported. Now repaired.

5 To **CONSIDER** Planning Applications for **COMMENTS:**

C10/2968 Mouse Lodge, Ipswich Road – Re-submission – Erection of one and a half storey dwelling and detached garage with access via existing vehicular access serving Mouse Lodge. New application much better. Cllr Rayner proposed parish council approve this application subject to previous conditions re preservation of trees and hedging. Seconded by Cllr Wright. Vote was taken – Proposal carried by majority vote – 7 for and 1 against.

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN.....I Kay.....DATE....08/02/2011.....

WALDRINGFIELD PARISH COUNCIL

1272

To **NOTE** any application decisions received

C10/00123/TPO Oak Tree, Hut 3 Riverside, Prune back growth and reduce top of oak tree on land next to path. Approved.

- 6 To **CONSIDER** response to the Foxburrow Farm Planning Application Appeal Enquiry
Clerk received notification from Planning Inspectorate. Planning enquiry in Waldringfield Village Hall 25-27 January. Ian will attend and give notice to speak to voice Parish Council's objections and support Suffolk Coastal District Council's decision. Other councillors will attend as able.
- 7 To **CONSIDER** LDF Consultation on the reviewed Draft Core Strategy
Cllr Kay had drafted a response and circulated to all councillors. Further comments had now been incorporated. Cllr Kay would send final draft to councillors for approval and then to Clerk to send by 23 January. Full response would be displayed on web site.
- 8 To **CONSIDER** Communication from BT re redevelopment of Adastral Park
Dates in February for a public question and answer session with BT re redevelopment of Adastral Park. Mondays evenings 7, 14, 21, 28 February are available. Agreed to give BT choice of 28 February or 7 March (if available) in order to allow time to circulate villagers and other PC's. This to be a question and answer session. If BT wishes to make a statement, this to be no more than 10 minutes and time would be allowed also for objector's statement. Clerk to find out whether 7 March is free then contact BT to find out which date would be suitable.
- 9 To **CONSIDER** matters concerning the Play Field
- a) **ROSPA Report** – Comments on this report sent to Councillors by Cllrs Archer and Wootton. Councillors agreed with their recommendations, but advised caution with regard to filling in cracks in wet pour surfaces under swings. This could prove to be costly. Cllr Archer to get quotes for any remedial work on the play field and bring back to a parish council meeting.
 - b) Proposed tree root barrier for tennis court. Cllr Archer had previously circulated a paper detailing where the proposed barrier would need to be situated on the play field NOT the Tennis Court. Councillors approved this recommendation and gave permission for this work to be carried out should the bid for funding be successful.
- 10 To **CONSIDER** response from Meeting with Waldringfield Golf Club re golf balls on road.
Cllr Wright had a meeting with the Golf Club Manager. A letter has been sent from the Golf Club to all their members asking them to confirm they have insurance to cover any damages. Visiting players are advised that they must accept liability in order to play on the course. The Fairway in question, next to the road is number 2. All golfers have individual balls, so if a complainant takes in a ball that has caused an incident or damage to property a golfer can be easily identified. A copy of the article for the Parish Council newsletter should be available in a few days.
- 11 To **CONSIDER** letter of action re referendums on Council Tax. Cllr Archer not present, so unable to progress.
- 12 To **CONSIDER** reports received re SCC strategy cuts to services
More detail needed. Clerk has forwarded emails with details. Main item that impinges on Waldringfield is cuts to bus services. Clerk has been in contact with SCC Cllr O'Brien to try and get some answers (see SCC Report), but awaiting more info after sending her a copy of Waldringfield's response to the Bus Consultation in October 2009.
- 13 To **CONSIDER** reports received regarding the Localism Bill
Clerk has circulated information received to date. Awaiting more detail.
- 14 To **CONSIDER** attendance at Working in Collaboration Event
Much more work would be coming down the line in future for both Clerk and Councillors. It is important that the issue is addressed now. Clerk cannot take on any more work and Waldringfield cannot afford to pay for any more hours, so some sharing of jobs/resources may become a necessity. Important for representatives to attend this event to find out more. Cost is £20 per

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN.....I Kay.....DATE....08/02/2011.....

WALDRINGFIELD PARISH COUNCIL

1273

person. Clerk is attending. Cllr Wright would attend same date (27 January) and Cllr Kay would attend on 1 March.

15 To **CONSIDER** Clerk's attendance at workshop for running elections and Clerk's Networking Day. Clerk has not run an election before so attendance necessary. Cost £15. Clerk has not attended a networking day for some considerable time. As so many new directives are being issued it would be useful to attend this one. Cost £15. All agreed.

16 To **CONSIDER** Clerk and RFO Report

To **CONSIDER** items of expenditure and sign cheques accordingly.

a) **Items of Expenditure to be approved on 18 January 2011**

SALC - £58.75 Training (includes £8.75 recoverable VAT)

Mrs J Potter - £19.98 Expenses December 2010 Stationery/ Mileage

Mrs J Potter - £225.40 Hours worked December 2010

Total Expenditure £304.13

b) **Income received up to 14 January 2011 since last meeting**

None

c) **Balances held at Bank and Building Society as at 1 January 2011**

Bank £2,473.42

Building Society £8,224.11

Items a, b and c together with Bank Reconciliation and Budget Performance approved and signed.

17 To **CONSIDER** any Correspondence received before the meeting

Fairway Committee had met to consider application by Waldringfield Sailing Club to put pontoon on the beach. The committee resolved not to stand in the way of Waldringfield Sailing Club applying to the Crown Commission for permission to build a pontoon on the beach, using the current application unaltered. The Parish Council is concerned with the makeup of the Fairway Committee, one member of whom resigned as at the end of the Fairway Committee Meeting.

Reported white lines in middle of road at dangerous corner near Sheepdrift Farm. These lines are almost non-existent on the bend. Clerk to report to SCC Highways.

18 **PARISH MATTERS for next Agenda**

Risk Analysis

Risk Assessment

New Model Standing Orders

Agenda for Parish Meeting

The Chairman closed the meeting at 9.25 pm.

SUMMARY OF ACTION POINTS AS AT 29 JANUARY 2011

Ongoing - Annual PC Appraisal. Cllr Kay to progress.

In Progress - Housing Policy for Village to be included in revised **Parish Plan**. Working Group members Bob Crawley, and Cllrs Kay, Videlo and Rayner. Cllr Elliot offered to join the group and take on the charring role. It was important that more residents joined the group in order to reflect the concerns of the village. Cllr Elliot would write a piece for the February Newsletter.

On Agenda - Play Field.

In Progress - Cllr Archer to get estimates for **Access Area to Playing Field**. Clerk has given Cllr Archer a contact at SCDC re regulations for gates. We can apply to the Play Space Fund for a grant for the gates. Sports Space Fund will consider application for funding for tree root barrier to Tennis Court. Cllr Archer to get quotes. Cllr Archer had previously circulated a paper detailing where the proposed barrier would need to be situated on the play field NOT the Tennis Court. Councillors

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN.....I Kay.....DATE....08/02/2011.....

WALDRINGFIELD PARISH COUNCIL

approved this recommendation and gave permission for this work to be carried out should the bid for funding be successful.

In Progress - ROSPA Report – Comments on this report sent to Councillors by Cllrs Archer and Wootton. Councillors agreed with their recommendations, but advised caution with regard to filling in cracks in wet pour surfaces under swings. This could prove to be costly. Cllr Archer to get quotes for any remedial work on the play field and bring back to a parish council meeting.

In Progress - Letter sent to Waldringfield Golf Club re Golf balls on the road. Cllr Wright had a meeting with the Golf Club Manager. A letter has been sent from the Golf Club to all their members asking them to confirm they have insurance to cover any damages. Visiting players are advised that they must accept liability in order to play on the course. The Fairway in question, next to the road is number 2. All golfers have individual balls, so if a complainant takes in a ball that has caused an incident or damage to property a golfer can be easily identified. A copy of the article for the Parish Council newsletter should be available in a few days.

On Agenda - Litter Collection on the Beach. SCDC will provide two bins in winter and six bins in summer. Pub already has glass recycling bin. SCDC require gate onto fence to wheel bins through for emptying. Clerk to ask Roy Lord to check what needs to be done and cost. Clerk to write a letter of thanks to Liz Kennedy. Roy Lord said that if we need to put a new hinged gate into the fence, the whole fence would need replacing. Would be better left as is with lift off gate at one end. Cllr Kay had concurred with findings and would contact SCDC again. Clerk to send letter to SCDC. Reply received – gate at far end not suitable for Health & Safety reasons, as step down from gateway is too high to pull wheeled bins through. Gate required near other end which may necessitate replacement of fence. Clerk trying to ascertain cost.

In Progress – C10/0941 Appeal Foxburrow Farm – Storage for 200 Caravans. Clerk received notification from Planning Inspectorate. Planning enquiry in Waldringfield Village Hall 25-27 January. Ian will attend and give notice to speak to voice Parish Council's objections and support Suffolk Coastal District Council's decision. Other councillors will attend as able. Cllr Kay attended on all three days along with other councillors at various times. Cllr Kay represented the Parish Council's view to the Inspector on the first day. A decision from the Inspector is expected by 21 March.

Cleared – Response to LDF. Cllr Kay had drafted a response and circulated to all councillors. Further comments had now been incorporated. Cllr Kay would send final draft to councillors for approval and then to Clerk to send by 23 January. Clerk has sent response which is also displayed in full on parish council web site.

In Progress - Dates for Public Question and Answer Session with BT. It was agreed that the Parish Council should facilitate a public meeting for residents and other parish councils. Agreed to give BT choice of 28 February or 7 March (if available) in order to allow time to circulate villagers and other PC's. This to be a question and answer session. If BT wishes to make a statement, this to be no more than 10 minutes and time would be allowed also for objector's statement. Clerk checked and 7 March is also free. Has written to BT, awaiting reply.

Cleared - Letter of Action re referendums on Council Tax. It was agreed we should respond to this. Cllr Archer would write a letter and circulate it for approval for Clerk to send. Cllr Archer not present, so unable to progress. Run out of time.

On Agenda - SCC Strategy Cuts. More detail needed. Clerk has forwarded emails with details. Main item that impinges on Waldringfield is cuts to **bus services**. Clerk has been in contact with SCC Cllr O'Brien to try and get some answers (see SCC Report), but awaiting more info after sending her a copy of Waldringfield's response to the Bus Consultation in October 2009.

Verge cutting - One cut to village verges would now be lost. SCC only carrying out one cut a year. Need to liaise as first cut in Waldringfield usually leaves some verges due to bulbs growing. Waldringfield needs to lose first cut not second. Cllr O'Brien would investigate and report back. Report received, circulated to councillors and forwarded to Wildlife Group Officers for their comments. They are liaising direct with their contact at SCC. Have received reply that verges for one cut only do not refer to short grass cutting which includes the areas of bulbs and wildflowers. Those areas will continue to be cut twice, but work may be carried out by SCDC not SCC.

Libraries – SCC Cllr O'Brien enquiring re income generated by libraries and what happens to it.

On Agenda – Risk Analysis and Risk Assessment on Assets and Responsibilities. Papers circulated in September 2010. Clerk to email again and bring hard copies to meeting.

In Progress - Reported white lines in middle of road at dangerous corner near Sheepdrift Farm. These lines are almost non-existent on the bend. Clerk has reported to SCC Highways.

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN.....I Kay.....DATE....08/02/2011.....