



## 1253 Minutes of the Parish Council Meeting held on Tuesday 9 November 2010

Present: Councillors Kay, Matheson, Gold, Rayner, Wright and Videlo, SCC & SCDC Cllr O'Brien, and one member of the public was present.

- 1 **APOLOGIES AND APPROVAL FOR ABSENCE** - Cllr Archer (Holiday), Cllr Wootton (Work). Also giving apologies SCDC Cllr Falconer.  
Cllr Elliot - Absent
- 2 **DECLARATIONS OF INTEREST** - Cllr Wright Personal Interest Item 6.

### **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**

The current state of the Heath Road from the Waldringfield Boundary to the crossroads, was brought to the attention of the Parish Council. The rest of the road in the parish of Martlesham had been cleared and cleaned. Clerk to contact and ask for work to be carried out. Also the road at the bottom of the hill past Brett's Pit needed some clearance and cleaning.

The road sign at Brett's Pit had been knocked down some while ago. Clerk reported that SCC Highways had ordered a new sign which would be erected when received.

Parish Councillors also reported that Mill Road was in a shocking state at present with mud on the road. Clerk to contact farmer responsible and ask that the road be cleared and cleaned.

To **RECEIVE** reports from:

- a) County Councillor Patricia O'Brien. Report received, circulated and noted.  
Highlighted Suffolk County Council Meeting on 23 November re new strategic direction and urged councillors to attend. Highlighted new Police desk opening times. Local Development Framework – if approved by SCDC Cabinet in Feb/March it is likely that the BT Application will be brought forward for approval.
  - b) Suffolk Coastal District Councillor Veronica Falconer. Report tabled and noted.
  - c) Suffolk Police PC Paul Smith. Report received, circulated and noted.
- 3 It was **RESOLVED TO ADOPT** the minutes of the Parish Council Meeting held on 12 October 2010
- 4 **REVIEW ACTION POINTS** from the Parish Council Meeting held on 12 October 2010
- On Agenda – Second Deputy Flood Warden.** At the present time there was no second deputy flood warden post to appoint to and some councillors expressed concern regarding the possible future appointment of Clive Underdown as a second deputy flood warden. He had resigned from the post of deputy flood warden earlier in the year and Ged Morgan had originally been appointed as Deputy Flood Warden to replace him. Cllr Wright to investigate further and report back to next meeting.
- 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 chairing role. It was important that more residents joined the group in order to reflect the concerns of the village. Piece would be written for next Parish Newsletter copy date 12 November.
- In Progress - Play Field.**
- i) **Cleared - Regarding Statutory Declaration of ownership of Playing Field and Tennis Court.** Clerk had contacted Solicitor from Village who had passed her on to one of his colleagues. A legal document is required and the cost is likely to be approximately £500 plus

**STATUS : DRAFT UNTIL SIGNED**

CHAIRMAN.....I Kay.....DATE...14/12/2010....

## WALDRINGFIELD PARISH COUNCIL

- 1254** VAT. As there were several other items requiring funding it was decided to postpone this for the time being. Clerk has contacted Solicitor.
- ii) **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. Clerk has applied to Sport space Fund for new net for Tennis Court. Clerk to check if we can apply to Sport space Fund for remedial work to the Tennis Court. Tennis Court net funding approved. Net ordered by Clerk and received. Sport space Fund will consider application for funding for remedial work to Tennis Court. Cllr Archer to get quotes.
- iii) **In Progress** – Further **set of steps on the fort** were rotten in places and some fort staves needed attention. **Sandpit** topped up – needed 2.5 ton of sand so will cost more but still within budget. Steps still to be done as couldn't be done during half term week.
- iv) **In Progress** - **ROSPA report** had finally been received by Clerk after a lot of badgering of department at SCDC. Clerk to send copies to Cllrs Archer and Wootton and they would report to December meeting.

**On Agenda** - **Benches** Old seats still on beach. Cllr Gold would check to see if anyone in the village wanted them to repair as garden seats. Benches may need to be stored during the winter months as work may take place on replacing the river wall. Clerk had received recent information that repairs could now be carried out using vandal proof slats with existing frames instead of replacing entire seat. Clerk to talk with Cllr Gold on her return from holiday.

**On Agenda** – **Fishpond Road Junction**. SCC proposals rejected. Reply received re PC's alternative suggestions, circulated to councillors. Our suggestions are not current policy. This appears to be the same replies received periodically over the last ten years. Make further suggestion that while leaving the road priorities as they are, could a coloured rough surface be laid at the entrance to Fishpond and Woodbridge Roads as a warning to slow down and look and markings be made clearer. Also if vegetation could be cut back from all access only road signs and a possibility previously explored of installing look alike gates at the sides of the entrance to Fishpond Road to make it appear narrow. Reply received and circulated for discussion at November PC Meeting.

**In Progress** - **Letter sent to Waldringfield Golf Club** re Golf balls on the road. Secretary of Golf Club phoned Clerk. They had identified the golfer concerned with the golf ball landing on the teacher's car. They had been unable to get back to her as just after incident reported she went on holiday. Golfers insurance will pay and club pay excess. With regard to more general incidents. No more than approximately 8 incidents in all the time the club has been open. Cost of high fencing prohibitive as they would need roughly 500 metres. 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.

**Cleared** - **Nuclear Build Proposals 18 October** – Several differing views from individual councillors. Decided Parish Council would concentrate on bigger issues, one such being 'how secure is it from terrorist attack. Cllr Kay would write a response on these lines and circulate it to councillors to change or add to before sending to Clerk to respond on behalf of the Parish Council.

**Cleared** – **Suffolk Police Personal Water Craft (PWC) for patrolling the River Deben**. Police to bear training and maintenance costs. Needs contributions for cost of PWC. Waldringfield Parish Council will attempt to raise £200 by May 2011. Clerk has notified decision.

**Cleared** - **Update on Local Development Framework**. We have not yet received a reply to our letter to Mr Ridley of Suffolk Coastal District Council. Clerk received letter next day and forwarded to Chairman.

**Cleared** – **Consultation on Bus routes likely to be axed**. There is a bus to Woodbridge in the morning, but the only return journey is an hour later, not very convenient for shopping. Clerk to write outlining issues. Better timetabling could produce more passengers and buses at the right time for schoolchildren to use must be cheaper than taxis.

**On Agenda** - Risk Analysis, Re-drafted Risk Assessment re Assets and Responsibilities, Redrafted Budget for approval.

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

**C10/2365 Westmead, Cliff Road** – Renewal of Planning Permission C07/1589 – insertion of 3 dormer windows in garage roof. Approve application with comments as before.

'Approve application as extended accommodation but restrict use for present and future owners, that it only be used for purposes ancillary to the main dwelling and not used for conversion to a standard dwelling'.

**STATUS : DRAFT UNTIL SIGNED**

## WALDRINGFIELD PARISH COUNCIL

1255

**C10/00123 W1-T1 TPO Oak Tree.** Prune back growth overhanging beach to 1 metre within boundary of Hut 3. Reduce top by 2-3 metres. Had not had a formal response from the tree warden, but problems not expected. Clerk to contact Tree Warden Christine Fisher-Kay for information to reply.

**C10/2843 9A Sullivan Place** – Erection of white UPVC Conservatory. Application Approved.

**C10/0941 Appeal Foxburrow Farm** – Storage for 200 Caravans. Cllr Rayner sent details to Clerk to send. Unfortunately our submission arrived after the deadline and has been returned. However, we are advised that we can attend the enquiry and speak providing the inspector is notified before the commencement of the enquiry.

We have received a copy of a letter sent to SCDC by Waldringfield Wildlife Group regarding part of **Walk Farm Woods** that has been put up for sale for development. The Wildlife Group highlighted concerns that 118 acres of woodland is being advertised for sale by FPD Savills with 'Development Possibilities'. Clerk to write in support of comments by the group.

To **NOTE** any application decisions received

**C10/2055 Starboard Ho, Sandy Lane** – Erection of front porch and retention of pergola over rear patio. Approved with 2 conditions

6 To **CONSIDER** Proposals for Fishpond Road junction improvements

Much discussion on the current proposals. Clerk had emailed all Parish Councillors with details as well as everyone in the Waldringfielders Group. The access signs and give way sign are partially obscured by foliage from trees and hedges. Clerk to ask for this to be cut back. Current proposal accepted with one alteration, that give way sign approaching junction from Fishpond Road be moved further back as in its current position on plan it will not be seen until you are right on the junctions. This was proposed by Cllr Kay, seconded by Cllr Videlo, and was carried by a majority vote of four to two.

7 To **RECEIVE** Report on Local Development Framework and **CONSIDER** action as necessary. Cllr Kay reported on the SCDC Cabinet Meeting of 2 November which he attended. Revised LDF Consultation likely to start end of November for a period of eight weeks. There is a huge uncertainty re LDF Interim Policy. SCDC looking at housing numbers again. Housing and Jobs don't relate.

8 To **CONSIDER** action regarding Flood Emergencies

- a) Request from the Flood Warden (with reasons) via the PC Liaison that a second Deputy Flood Warden post be created. Much discussion. Cllr Kay proposed the action, seconded by Cllr Wright, and was carried by five votes with one abstention.
- b) Request from the Flood Warden that Mr Clive Underdown be appointed to that position (reasons of suitability to be given). Proposed by Cllr Kay, seconded by Cllr Wright and carried by four votes with two abstentions.
- c) That the Flood Plan from the Flood Warden (circulated at the last PC Meeting) be considered for approval. Cllr Kay proposed that it be accepted in principle as a work in progress and could be used operationally. Flooding Liaison Cllr Wright would report back to Parish Council on progress. Seconded by Cllr Rayner and agreed unanimously.

9 To **CONSIDER** action re possible future overhead power lines and Pylons  
Could not discuss specific sites until application comes to Parish Council. However, Cllr Kay proposed that a letter be sent supporting the Chattisham and Hintlesham Parish Council's proposal to block all overhead power lines. Seconded by Cllr Matheson, all agreed. A copy to be sent to Chattisham and Hintlesham Parish Council.

**STATUS : DRAFT UNTIL SIGNED**

CHAIRMAN....I Kay....DATE....14/12/2010.....

## WALDRINGFIELD PARISH COUNCIL

1256

10 To **RECEIVE** Report from Town and Parish Planning Forum

Cllrs Wright and Kay each went to one of the meetings. Felt a few questions were 'ducked'. In future decisions will be made openly, not behind closed doors. Parish Councils will make more planning decisions in future. There is an area on Suffolk Coastal web site with more information. Planning Group should go to next Parish Liaison Meeting as LDF update issues will be covered.

11 To **RECEIVE** Report on Meeting re Litter Collection on the Beach and **CONSIDER** action if necessary. Cllr Kay, Liz Kennedy, John Smith and SCDC Officer Steve Green met to consider future action as Liz Kennedy wished to 'retire' from her voluntary role. 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.

12 To **RECEIVE** Report on Footpaths and **CONSIDER** action if necessary  
Need to consider a contractor for a three year contract for footpath maintenance. Current contractor very good. Ask him and others for quotes. Cllr Gold reported that three footpath signs were in bad condition. She had contacted Suffolk County Council. The signs are on order but may be some time before supplied and fixed as SCC have had to go to a new supplier. Footpaths would be put on Open Street Map shortly.

13 To **RECEIVE** Report on benches on beach and **CONSIDER** action if necessary  
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 investigate removal or repair of broken ones.

14 To **CONSIDER** Risk Analysis (circulated September 2010)  
Postponed again!

15 **CONSIDER** Redrafted Risk Assessment on Assets and Responsibilities  
Postponed again. Clerk reminded Councillors that this and item 14 had to reviewed by end of current year 31 March 2011.

16 To **APPROVE** Budget for 2011/12 to set Precept  
Cllr Wright queried training budget, also Clerk's salary as proportion of budget. The Chairman pointed out the necessity of councillor training in view of the many responsibilities being handed down from county and district councils. The Chairman also pointed out that the budget had been discussed at the previous parish council meeting and changes had been made by the Clerk as directed by the Parish Council. This meeting was to approve those changes as precept had to be set this month. Cllr Kay proposed that the budget be approved, seconded by Cllr Gold and all agreed.

17 To **CONSIDER** Clerk and RFO Report  
To **CONSIDER** items of expenditure and sign cheques accordingly.

a) **Items of Expenditure to be approved on 9 November 2010**  
sportsequip.co.uk – Tennis Net £116.33 (includes £17.33 recoverable VAT)  
Suffolk ACRE Services – Insurance £517.71  
Mrs J Potter - £4.80 Expenses October 2010 Mileage  
Mrs J Potter - £421.40 Hours worked October 2010 (includes 13 extra hours)  
**Total Expenditure £1060.24**

b) **Income received up to 2 November 2010**  
SCC - Footpath Maintenance Grant £300  
HM Revenue & Customs – VAT Reclaim £303.80  
SCDC – Sport space Grant for Tennis Net £100

c) **Balances held at Bank and Building Society as at 2 November 2010**  
Bank £2,253.07  
Building Society £10,122.88

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN....I Kay....DATE....14/12/2010.....

## WALDRINGFIELD PARISH COUNCIL

1257

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

- 21 To **CONSIDER** any Correspondence received before the meeting  
Closure of C348 Waldringfield Road, Martlesham 14 to 16 December.  
NATS second consultation would not now take place due to downturn in air traffic levels.  
Sustainable Communities Parliamentary Act.  
Suffolk Acre Meeting on 'The Big Society'.  
SCC Strategic Direction Meeting.
- 22 **PARISH MATTERS for next Agenda**  
ROSPA Report  
Risk Analysis  
Risk Assessment on assets and responsibilities

The Chairman closed the meeting at 10.12 pm

### Review of Action Points as at 8 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 chairing role. It was important that more residents joined the group in order to reflect the concerns of the village.

**In Progress** - **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 remedial work to Tennis Court. Cllr Archer to get quotes.

**In Progress** - Further **set of steps on the fort** were rotten in places and some fort staves needed attention. Still to be done.

**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.

**In Progress** - **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.

**Cleared** - **Fishpond Road Junction**. Clerk had forwarded decision to SCC. Revised location plan for give way sign was sent to Clerk and circulated to Councillors for approval. The work on the junction has now been ordered. The access signs and give way sign are partially obscured by foliage from trees and hedges. Clerk to ask for this to be cut back. Reply received from Highways. As part of the cut backs they will not in future be routinely cutting back hedges and trees. It is the landowners responsibility and it will be up to the parish council to make sure they do it.

**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. Awaiting quote from Roy.

**On Agenda** - **Footpaths**. Need to consider a contractor for a three year contract for footpath maintenance. Current contractor very good. Ask him and others for quotes.

**Ongoing** - **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 investigate removal or repair of broken ones.

STATUS : DRAFT UNTIL SIGNED

CHAIRMAN....I Kay....DATE....14/12/2010.....