

**Minutes of Playford Parish Council meeting at Playford Village Hall
at 7.00pm on Wednesday 14th July 2021**

Present: Mrs Joan Metcalfe - Chairman
Mr Steve Hicks - Vice-Chairman
Mr Ted Herrington - Councillor
Mr Keith Carson – Councillor
Mr Martin Hill – Councillor
Mr Ben Evans - Councillor
Mrs Elaine Bryce – County Councillor
Mr Colin Hedgley – District Councillor

In attendance:
Mrs Marian Hedgley - Clerk

Absent:
Mr Adrian Melrose – no apologies received

1. Welcome and Introduction

The chairman opened the meeting at 7pm

2. Declarations of Members' Interests in any items on this Agenda.

Joan Metcalfe declared an interest as Treasurer of Playford Village Hall Committee and as a Trustee of Playford Village Hall. This information was duly recorded by the clerk.

3. To approve minutes of previous meetings

Meeting held:	<u>Proposed</u>	<u>Seconded</u>
5.5.21	KC	SH
1.6.21	KC	BE

Matters arising – TH queried result of a vote in the Finance section of mins 5.5.21 pertaining to the increase in donation to Grundisburgh Baptist Church which he said he voted against but had lost his connection to the Zoom meeting. Clerk confirmed she would alter the minutes to reflect this.

Action Point Review:

- ⊗ **AP 93 – Unregistered FP from C330 to C3311.** JM has sent an appeal to the Secretary of State to advance our position so that our case may be dealt with sooner.
- ⊗ **AP135 – Ongoing problems with FP1–** Theses paths are passable at the moment although FP3 is getting overgrown – Clerk will report this to ROW Highways.

Signed

- ⊠ **AP144 – Query to Highways - size of vehicles using Church Lane.** Co Cllr Elaine Bryce has obtained an undertaking from Highways not to use Church Lane in future as a diversion route when Butts Road is closed to traffic.
- ⊠ **AP147 – Blocked culvert on LH side of entrance to Village Hall car park.** Sam Webber has kindly offered to drill out the clogged drainage holes in the drain cover and to clean out the enclosed area under the cover.
- ⊠ **AP155- Drains on C324 blocked by silt and leaves again –** Co Cllr Elaine Bryce has succeeded in getting a site visit from Highways’ Assessment Officer. The drains will be cleared and jetted to the outfall within 20 working days and put on a higher cleansing schedule in future. Norse to be contacted and asked to clear the silt more regularly to ease this situation but it is compacted and difficult to shift. Dist Cllr Colin Hedgley to enquire of ESC whether this is feasible.
- ⊠ **AP158 - Fallen willow trees across R Fynn at bridge on Butts Road** –there is still a blockage with trees across the river – the Environment Agency who have stated they will clear the river, are yet to do so. MH to chase this.
- ⊠ **AP160 - Mud , debris etc on Church Lane washed down by heavy rainfall –** SC Highways will deal with this in due course. This has still not been done – Clerk to chase progress.

For more details see Action Log appended at end of the Minutes.

4. County Councillor’s report:

Cllr Elaine Bryce sent in her report (appended at the end of these minutes) which was circulated prior to the meeting and further added that:

- Removal of silt on the C324 has been discussed during the site visit with Highways’ Assessment officer and drain cleansing will be put on a higher cleansing routine in future.
- The overhanging vegetation in Spring Meadow is to be cut back soon.
- Elaine has been appointed to the Education and Children’s Services Scrutiny Committee – there is a review of the school transport system at the moment.
- She has also been appointed to the Corporate Parent Board.
- Her other priorities are Highways and Rights of Way and promoting the vaccination programme, encouraging those who have not yet had their second jab, to do so.

The whole length of Butts Road needs to be assessed for repairs to the many linear potholes and these will need to be re-reported to Highways for attention –Elaine will have a look to get an idea of the extent and hopefully press for more action on these.

JM thanked Elaine for her report.

Signed

5. District Councillor's report

Colin Hedgley's report was circulated to councillors prior to the meeting and is appended at the end of these minutes where it can be read in full.

Colin also stated that:

- Suffolk Road Safety Team is putting on free cycling sessions and will come to your home to teach children to ride safely
- Grants are presently available to parishes who want to enhance nature areas
- Kesgrave area is holding Health & Welfare sessions for the elderly with free tea, coffee and cakes available
- £348K was made available in government grants to allow 30 out of 34 rough sleepers to be taken off the streets for the duration of the pandemic and housed in a mini hotel – the other 4 refused help.
- There is District Council funding available for new projects – please contact Colin for more details

JM thanked Colin for his report.

6. Finance:-

Reporting & authorisation of cheques/online payments:

Already paid:

Cheque no.	Payable to	Reason for payment	Amount
Online	R E Herrington	Padlock for SID clamp	11.44
Online	SALC	Annual subs	145.56
Online	Fynn Lark News	Annual Donation	175.00
Online	CAS business	Annual Insurance renewal	186.73
Online	M J Hedgley	May salary	agreed in budget
Online	M J Hedgley	June salary	agreed in budget
823	HMRC	Tax Q1	293.80
824	M J Hedgley	Clerk's expenses	67.33

All of above payments were proposed by JM and seconded by SH

Credits received:

Online	Barclays Bank plc	Interest on Reserve account balance	0.12p
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Retrospective vote on accepting the insurance renewal figure of £186.73. This was proposed by JM and seconded by KC.

Bank Balances:

Current a/c	£6148.20
Reserve account	£8427.83

Signed

Bank reconciliation:

SH confirmed the reconciliation from a copy of the Budget sheet with latest Bank statement.

Budget 2020-21 - the Chairman and Clerk confirmed the current budget was on track.

Review of Clerk's salary: The Clerk and the District & County Cllrs left the room for the discussion. It was proposed by JM that the clerk's salary should be upgraded to SCP-15 as from August 2021 and this was agreed 5:1 in favour.

7. Highways

- Ongoing Maintenance of drain at entrance to Village Hall car park - This has been covered in the Action Points review, para 3, AP-147.
- Footpath issues - this is covered in Action Points review, AP135.
- SIDS equipment: The SIDs equipment has been transferred to Tuddenham parish having been located on the C324 for 4 weeks in May while poles were installed for use in other locations in Playford - it may be September before it is back in Playford but we now have 4 sites prepared and ready with brackets in place.
- Drainage and traffic issues on C324 – Drainage issues are being dealt with and Elaine Bryce has contacted David Chenery re the traffic issues - we await further progress.

8. Risk Assessment, Financial Risks and Safeguarding policy review

Risk Assessment and Financial Risks were assessed in November 2020 so can be deferred until November 2021. Safeguarding policy was circulated to all and it was confirmed by all that no changes were deemed necessary. This can be re-dated and submitted to the website.

9. Neighbourhood Plan - update

KC recapped on the situation with Planning Direct who has threatened to withdraw their services. The lead contact for the AECOM funding via Locality has had to be changed from consultant Andrew Cann to someone from Playford PC or the NP Steering Group – KC is dealing with this but there was some confusion over a missed email. John Wilkinson from Locality has stated that we can resubmit the application to them for more funding but we must appoint a new consultant first.

Andrea McMillan at ESC is happy to have a Teams meeting with KC to suggest a way forward – KC will liaise over the date of this meeting and advise councillors. It is to be hoped that she may be able to suggest other possible N/Plan consultants.

The Clerk will find out whether Ardleigh PC is using Planning Direct's services and what their experience might have been, to compare.

JM will write to Planning Direct with a view to meeting with them to achieve a handover of the work completed so far on Playford's behalf but we must be cautious over whether this constitutes a breach of contract.

Signed

2020/21-39

TH proposed a motion that KC had worked extremely hard against all odds and kept pushing forward with the N/Plan – this was endorsed by all present.

10. Planning Issues

The following application was discussed:

DC/21/3084/FUL - Proposed detached garage and store (existing to be removed).

Address: 2 Hill Farm Road, IP6 9DU.

The applicant was not present despite being invited and there were scant details provided with the plans. The general opinion was that the proposed garage would be too big in relation to the size of the house.

Exact details over the roof material could not be fully ascertained because of lack of information but there were concerns that this might resemble a tin roof and the mock black weatherboarding to the sides, together with the seemingly complete lack of windows did not seem to be in keeping with surroundings.

It was unanimously decided by the councillors not to support this application as there were too few details to form a reliable opinion. Clerk to convey this to ESC planners.

Stables at Archway Piggeries:

No further issues reported

Other issues:

Application **DC/21/3265/FUL** (Cart lodge with office space over at 2 Hill Farm Cottages, Hill Farm Road, IP6 9DT) was received too late to be included in this meeting but a provisional date of 28th July was set aside to discuss this.

11. Correspondence – received up to 14th July 2021

	Date	From	Subject	Ref
1	3.6.21	East Suffolk Community Partnerships	Kesgrave, Rushmere, Carlford & Fynn Valley Community P'tnrship Update & Impact map 2020-21	Andy Jolliffe
2	3.6.21	Sizewell C Project	Planning Inspectorate Ref.EN010012 Notice of proposed changes consultation	Carly Vince Chief Planning Officer
3	21.7.21	East Suffolk Co.	Adoption of Historic Environment SPD: This was adopted at meeting on 1.6.21	Ian Johns Planner (Policy & Delivery)
4	14.7.21	Steve Gallant, leader ESC	Promoting UK City of Culture award	

Signed

12. AOB

TH objected to accusations over the use of SIDs equipment exclusively outside his house during the period assigned for Playford's use of the equipment, but this was due to the fact that the other poles in the parish designated to have the equipment clamped to them, were not installed in time for them to be used during that time.

KC offered to help with installing the clamps onto the poles in Butts Road and to be responsible for changing them over as and when necessary.

The Clerk will contact Elaine Bryce and emphasise the situation with traffic priorities on the C324 which have still not been addressed and ask whether Highways' Safety and Speed Manager, David Chenery has any further solutions to offer. We also need to know whether Hill Farm Road can be excluded from the diversion routes offered when Butts Road is closed to traffic.

The meeting ended at 9.25pm.

Date of next meeting: Wednesday 1st September 2021 at 7.00pm

Signed