

**Minutes of Playford Parish Council meeting held at the Village Hall
at 7.00pm on Wednesday, 1st July 2015**

Present: Mrs Joan Metcalfe - Chairman
Mr Stephen Hicks - Vice-Chairman
Mr Tim Llewellyn - Councillor
Mr Ted Herrington - Councillor
Mr Adrian Melrose - Councillor

In attendance:
Ms Marian Rosling - Clerk

Apologies for absence:
Mr Bob Coppillie - Councillor
Mr Neil Tibble - Councillor

1. Welcome and Introductions.

The first item on the agenda was a talk by Charles Barrington regarding Gt Bealings' Neighbourhood Plan. The Chairman, Joan Metcalfe welcomed Mr Barrington to the meeting and thanked him afterwards. A resumé of the talk will be appended at the end of the minutes.

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

Joan Metcalfe declared an interest as Treasurer of Playford Village Hall committee.
Tim Llewellyn declared an interest as a trustee of Playford Village Hall committee.
Adrian Melrose declared an interest in issues concerning Byway 19 as future owner of Playford Hall. This information was duly recorded.

3. To approve the Minutes from the meetings held on 14th January and 29th January 2015.

Joan Metcalfe proposed acceptance of both sets of minutes and this was seconded by Adrian Melrose. The minutes were then signed by the Chairman.

4. Matters arising from the Minutes.

None.

Signed

5. Action Log Review

AP-81 Byway 19 – The long-awaited repair work is due to start week commencing 6th July and a sand and stone-based hoggin will be used. As regards the proposed downgrading to a Bridleway, this could be a long process involving the local council, public consultations and planning inspectorates. A TRO would be easier to achieve and could be implemented in severe weather conditions to restrict heavy-wheeled vehicles using it. It was felt however, that in general that there is little need for vehicles to be using this Byway at present. This will be further discussed at the next meeting in September.

AP-91 Verge at lower end of Hill Farm Road was missed during the recent verge trimming by SCC Highways although its condition should have been reviewed by them. Clerk to chase this up.

AP-92 Footpath no. 20 (through Alder Carr) – this should have been on the Spring cutting schedule but has not been done – Clerk to chase.

AP-93 Unregistered footpath from C330 to U3311- this needs taking forward. Evidence forms need to be completed by users to provide proof of its existence over the last 20 years before an official application can be made to the Definitive Map Officer. Joan Metcalfe will proceed with this.

AP-95 Footpath sign at junction of Bransons Lane and Butts Road is still down, the Clerk was assured on 26th June that this is still on the list and will be attended to soon.

AP-96 FP23 -section between Byway19 to where it comes out opposite the village hall will be resurfaced week commencing 6th July.

AP-100 Arm which has fallen off signpost at junction of C324 and Church Road has still not been repaired – Clerk to chase.

AP-101 Sandbin knocked over by Highways verge trimming vehicle at beginning of June has been reported twice but still not attended to.

AP-102 Brambles overhanging highway opposite Clematis Cottage still not been attended to by landowner - Clerk to chase.

AP-103 A complaint has been received regarding the redirection of FP 20 where it emerges from the Alder Carr – however this is in Tuddenham parish.

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

Signed

6. County Councillor Peter Bellfield's report

Co. Councillor Peter Bellfield was unable to attend.

7. District Councillor Robert Whiting's report

District Councillor Robert Whiting was unable to attend.

8. Police Report.

No Police attended.

9. Finance

○ Reporting & authorisation of cheques:-

759	ICO - data protection	£35.00
760	HMRC Q1 Tax	£124.00
761	Clerk's expenses	£28.90
762	Clerk's backlog of allowance	£74.00

○ Bank balances:

Barclays Bank current account	as at 30. 6.15	£4615.76
NS&I Savings account	as at 30.6.15	£3292.46

○ Approval and acceptance of audited accounts and issues arising.

The audited accounts have been received back from the BDO with a clean bill of health and certified as complete.

Minor issues reported were that the grant money received during the year was entered into Box 2 instead of Box 3 of Income Received and that the valuation of assets (which were reassessed in May 2014) should not have been changed except by addition or depreciation.

Steps recommended to rectify this in future were to ensure that income was correctly recorded in the appropriate section and not to revalue assets except by correct procedures.

Joan Metcalfe proposed acceptance of the accounts and remedial recommendations and this was seconded by Tim Llewellyn.

○ Payment of remaining backlog of Clerk's allowance 2015/2016:

This was approved and paid as above and in future will be paid as a monthly amount added to the Clerk's salary.

○ Budget Update 2015/2016:

The Budget is on track but it was reported by the Clerk that current spending may exceed income for this year depending on how many times the grass is cut and hedges trimmed. There is however enough contingency in the budget to allow for this.

Signed

10. Highways

The splay at the junction of Church Road and C324 on the eastern side was missed by Highways verge trimming exercise in June - only a metre was cut back, thus resulting in impeded vision on the corner. Also silt is building up again on the Bealings Road and needs clearing at the Church Road end. Clerk to report both issues to SCC Highways dept.

11. Risk Assessment Update

Joan Metcalfe proposed Steve Hicks as Footpaths Officer and Steve accepted the post. This was seconded by Ted Herrington. FP's 9 and 13 are very overgrown with brambles and this will be reported to Highways. Joan will send details of Steve's appointment to Phil Holmes for inclusion on the Village website together with details of the amendments for the new transparency guidelines from SALC regarding accounting procedures.

12. Outdoor Playspace funds.

The clerk spoke to a member of the Outdoor Playspace team on 3rd June and was told that the funds should be received within two weeks as everything had been sanctioned. Clerk to chase as nothing has come through yet.

13. River Bridge clean-up

Adrian Melrose has offered the use of his pressure washer and generator and Ted Herrington will provide lengths of material to prevent paint flakes from entering the river water. Road signs and traffic cones will also be needed. An advertisement will be circulated on Gogolemail to ask for local help.

It was agreed to book the village hall for Saturday 18th July to enable refreshments to be offered to the team cleaning up the river bridge area from 10am until 4pm. Joan Metcalfe has kindly volunteered to provide the refreshments.

14. Litter Pick

It was decided to leave arrangements for this until the meeting in September.

15. Correspondence received:

- a) Notice has been received from the Planning Inspectorate regarding the application by EAOW ONE Ltd for a non material change to EAOW ONE Offshore Windfarm Development Consent Order. The applicant seeks to vary the consent order to include an option to construct a 750MW windfarm with HVAC transmission as an alternative to the consented project. The application plans and documents may be inspected at SCDC offices, Melton Hill, Woodbridge.

Signed

- b) Vattenfall/Scottish Power Renewables have sent details of Phase III Consultation on EAOW3 Offshore Windfarm Project. This runs between 19th June - 23rd July 2015. A number of design parameters have changed since Phase II and the submission date for the full application will now be November 2015.
- c) A letter has been received from SCDC regarding the adoption of SCDC Community Infrastructure Levy Charging Schedule.
- d) A letter has been received from SCDC inviting comments on the public consultation on Draft Criteria for Identification of Non-Designated Heritage Assets.
- e) An email was received from Veronica Bunbury stating that the bottle bank needed emptying and it was unclear whose responsibility this was. Joan Metcalfe undertook to phone Norse Commercial Services to sort this out.

16. AOB

Joan Metcalfe agreed the wording with the rest of the councillors for a memorial plaque to be fixed to the bench on the village green to commemorate June Gosling who died in April this year. Joan will order the plaque.

Joan Metcalfe has spoken to DMC Garden Services and has requested a quote for next year's grass cutting contract. Clerk will also contact Robert Fletcher from Grundisburgh to do likewise.

It has been suggested that the parish council should consider a Facebook page to promote council matters as it was felt that Googlemail circulation did not reach enough parishioners. Steve Hicks will look into this, assisted by Adrian Melrose.

Adrian Melrose stated that it had been reported to him that a grill had been thrown into the river near FP23 and this could be potentially dangerous to children/dogs playing in the river and could also cause an obstruction. He will investigate further.

Adrian will summarise the Neighbourhood Plan lecture given by Charles Barrington earlier so that this can be discussed at the next meeting and a summary can be presented to parishioners who will be invited to attend the November meeting.

17. Date of next meeting: 7pm Wednesday 2nd September 2015

The meeting ended at 9.35pm

Signed