

**Minutes of Playford Parish Council meeting held at the Village Hall
at 7.00pm on Wednesday 2nd March 2016**

Present: Mrs Joan Metcalfe - Chairman
Mr Stephen Hicks - Vice-Chairman
Mr Tim Llewellyn - Councillor
Mr Ted Herrington - Councillor
Mr Neil Tibble - Councillor
Mr Robert Whiting – District Councillor

In attendance:
Ms Marian Rosling - Clerk

Also present:
Mrs Sally Herrington
Mr Tim James

Apologies for absence:
Mr Adrian Melrose - Councillor
Mr Peter Bellfield – County Councillor

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

Joan Metcalfe declared an interest as Treasurer of Playford Village Hall committee and Tim Llewellyn declared an interest as a Trustee of Playford Village Hall. This information was duly recorded.

2. To approve the Minutes from the meeting held on 6th January 2016.

Joan Metcalfe proposed acceptance of the minutes and these were seconded by Steve Hicks. The minutes were then signed by the Chairman.

3. Matters arising from the Minutes.

Thanks were expressed to Neil Tibble for installing the new litter bin in the village hall car park

4. Action Log Review.

AP-81 Byway 19. Condition of roadway not too bad at moment as the recent repair appears to have been effective, however several 4x4 vehicles still seem to be using the track at night. Robert Whiting will ask at the next ROW committee meeting whether any steps can be taken to counter this.

Signed

AP-91 Verges and ditch at lower end of Hill Farm Road. Suffolk Coastal Norse have now trimmed the verges at the Parish Council's expense. The clerk has approached Clarke & Simpson who are currently responsible for the upkeep of the adjacent fields, with a view to having the ditch cleared by them. They will report back with their findings in due course.

AP-93 Unregistered footpath from C330 to U3311. This is still on-going and the return of further evidence forms is awaited.

AP-98 Temporary repair at the junction of Butts Road and Brook Lane where tarmac has fallen away has not been successful –this was re-reported in Sept 2015 but still not yet been attended to. Clerk has been told that works have been ordered.

AP-100 Arm which has fallen off signpost at junction of C324 and Church Road – this will be repaired when a technician is next in the area.

AP-104 Splay at junction of C324 and Church Road has not been sufficiently well cut back and is impeding vision. This has been reported and chased up repeatedly but SCC Highways reported in February that no action was necessary. Photos will be taken and forwarded via the clerk, to East Area Highways manager to highlight the problem.

AP-106 FP9 & FP13 overgrown with brambles. This is in the hands of the contractors and we are still awaiting some action.

AP-113 C324 Brambles starting to overhang roadway opposite Clematis Cottage. Clerk to write to landowner.

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

5. District Councillor's report

In County Councillor Peter Bellfield's absence, District Councillor Robert Whiting reported that there is still a freeze on core Council Tax but there is a nationally applied levy on social care which will mean a 2% increase overall. £5.4m has been allocated towards adult social care. There will be a 1.99% increase on band D council tax for 2016-2017.

£8m will be needed to cover the increased costs due to the introduction of the Living Wage on 1st April 2016.

A 25 week project has been commenced at Ipswich Railway Station to improve the entrance, ticket office area and general appearance.

Signed

Robert is looking to allocate funds from the County Council's Locality Budget and is willing to provide funding for starting up a Speedwatch project between Rushmere St Andrew and Playford Parish Councils . This will mean £700 for each parish which together will cover the initial set up costs.

The planning application for 215 houses to be built at Martlesham has been refused. The application for 300 new houses in the Bell Lane area of Kesgrave has been deferred as too many complaints were lodged. Developers are now working on plans for an extra 1000 houses in Kesgrave instead – this will require major changes to the infrastructure and the new housing will be situated between Bell Lane and Dobbs Lane up towards Foxhall tip.

Suffolk Coastal Norse are promoting a “Clean for the Queen” project aimed at cleaning up villages for the Queen's forthcoming 90th Birthday celebrations. They will donate £20 to each village signing up for this.

6. Speedwatch - Talk by James Wright of Rushmere St Andrew Parish Council.

James Wright who is chairman of the Community Speedwatch committee, gave an explanatory talk on the technicalities of the equipment and the aims of the group. The main intention is to educate people into safer driving.

The equipment required is a Speedar radar gun, which works up to a distance of 300m, “ hi viz” jackets and a set of road signs, the total cost of which would be between £1300 - £1400. Occasional maintenance of the gun is required once every one to two years to calibrate it. Rushmere Parish Council has undertaken to fund the cost of this.

A team of three trained volunteers is required to operate at any one time – this is usually done in stints of about an hour at a time, at police-approved locations, during daylight hours. The speed, date and exact time is recorded along with the registration no. and make of the vehicle in question. Ideally, six recruits are needed to start off a project – each of these will need training which is done by the police, free of charge and generally takes up just one morning. Volunteers from Rushmere and Playford could both work in each other's territory as and when required. Volunteers need to be 18 or over and to complete an application form – they are then vetted by the police for suitability.

The radar gun must not be pointed at anything other than cars as it can cause equipment failure if used on anything involving electronics.

When a car is found to have been speeding (the trigger is 36mph) liaison with the police is necessary to trace the owner of the vehicle. A first letter is sent as a warning, then if a second recording of the same vehicle is made, a more strongly-worded letter is sent as a deterrent . Finally the police will take action if a third recording is made.

Joan Metcalfe thanked Mr Wright for his informative talk and he left the meeting.

Signed

A discussion ensued. Robert Whiting can sanction a grant of £700 for Playford PC from Peter Bellfield's Locality Budget and a similar amount for Rushmere St Andrew PC, to complete funding requirements.

All were unanimously in favour of this project going ahead and it was resolved to agree to Rushmere St Andrew PC's proposals to join forces. Clerk to contact James Wright to advise of this and Robert Whiting will set the ball in motion for the funding to go through. Tim Llewellyn will invite Sgt Cullum to visit Playford and to vet suitable locations to be used.

Joan Metcalfe proposed acceptance of the above and this was seconded by Tim Llewellyn. It was suggested that an advert be placed in the Benefice magazine asking for volunteers

Robert Whiting left the meeting at 8pm

7. Finance

- Reporting & authorisation of cheques/online payments:-

100767	M J Rosling – clerk's expenses	£20.48
100768	M J Rosling – reimbursement/computer equipment from PC Specialist (MJR to fund 1/6 th of cost)	£504.00

Bank balances:

Barclays Bank current account	as at 29. 2.16	£3966.57
NS&I Savings account	as at 29. 2.16	£3316.17

(£23.71 interest has been received on the NS&I a/c)

Steve Hicks (as a non- signatory) agreed the Bank reconciliation with a copy of the latest Bank statement.

- Budget Update 2015/2016
The clerk has estimated that £357.30 is owed to Suffolk Coastal Norse Ltd for grass cutting and hedge maintenance since the beginning of their contract. This will be invoiced at the end of 2016 and must be allowed for in the budget.
- Daffodils – Joan Metcalfe proposed that daffodil bulbs be purchased by the PC for planting around the village next autumn. This was unanimously agreed.

Signed

8. Outdoor Playspace project - progress

Steve Hicks will liaise with Neil Tibble and Neil's father-in-law to sort out the groundworks for the new netball post and goal as this needs to be sorted out soon if we are to claim the rest of the grant money.

9. Highways

Pothole at junction of C324 and bottom of Church Road to be reported.

10. Financial Regulations update

New model standing orders for Financial Regulations were discussed and it was decided that no action need to be taken.

11. Byway 19.

Mellis Parish Council is having similar problems with a local unmetalled road and has contacted Playford regarding a possible petition to change legislation. Discussion on this issue will be held over until the next meeting.

12. Neighbourhood Plan - progress

Two sessions have now been held in the village hall so far and flyers have been distributed throughout the parish. A lot of interest has been generated. It was resolved that we should take it to the next level and write to SCDC to register Playford's interest and to invite Hilary Hanslip, the Chief Planning Officer to come and give a talk. Tim Llewellyn to find out to whom the letter needs to be addressed.

It was decided that a sub-committee will need to be formed and a separate bank account opened.

13. Parking issues in Church Lane

This matter appears to have been resolved.

14. Correspondence received:

- a) Requests for donations have been received from CATS at Leiston and EACH in Cambridge. Clerk to decline.
- b) Police:
 - i) Letter received from Police HQ at Martlesham on 20.1.16 detailing changes to the local policing model. It was signed by Tim Passmore, Police & Crimes Commissioner and by Gareth Wilson, Chief Constable.
 - ii) A further letter was received on 10.2.16 to say that the review is underway.

Signed

- c) EAOW:
 - i) Letter from Dept. of Energy & Climate Change re EAOW One Wind Farm Order 2014 application for a non-material change.
 - ii) Notice of acceptance of application of Development Consent Order by the Planning Inspectorate for the proposed EAOW3 Windfarm Order Ref: EN010056
- d) LAIS 1385 re Public Service Ombudsman
LAIS 1386 re National Living Wage
LAIS 1387 re Apprenticeships
- e) Ipswich Borough Council:
 - i) Ipswich Local Plan: Notice of Commencement of Examination Hearings Stage 1 on Tues 22nd March 2016 at 10am
 - ii) Notice of public consultation on draft supplementary documents

15. AOB

Tim Llewellyn enquired about the workplace pension staging date and what needed to be done– the clerk replied that it is November 2016 and that she has got the matter in hand.

Tim stated that he would be submitting a planning application to SCDC in two weeks' time.

Joan Metcalfe asked Ted Herrington if he would visit Suffolk Record Office to obtain information on the unregistered footpath ready for the application to be submitted.

Joan reminded the council that there is still a vacancy for another councillor and she suggested that an advertisement be placed in the Benefice magazine. Tim Llewellyn agreed to do this.

The list of Non-designated Heritage Assets will be drawn up as part of the procedure of forming the Neighbourhood Plan.

16. Date of next meeting: Annual Parish Council Meeting Wednesday 4th May 2016 immediately after the Annual Parish Meeting which commences 6.30pm

The meeting ended at 9pm

Signed