

**Minutes of Playford Parish Council meeting held at the Village Hall  
at 7.00pm on Wednesday, 2nd September 2015**

**Present:** Mrs Joan Metcalfe - Chairman  
Mr Stephen Hicks - Vice-Chairman  
Mr Tim Llewellyn - Councillor  
Mr Ted Herrington - Councillor  
Mr Neil Tibble - Councillor

**In attendance:**  
Ms Marian Rosling - Clerk

**Apologies for absence:**  
Mr Peter Bellfield – County Councillor  
Mr Adrian Melrose - Councillor  
  
Mr Bob Coppillie – Councillor – no apologies

**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 committee. This information was duly recorded.

**2. To approve the Minutes from the meetings held on 1st July and 22nd July 2015.**

Joan Metcalfe proposed acceptance of both sets of minutes and these were seconded by Ted Herrington and Tim Llewellyn. The minutes were then signed by the chairman.

**3. Matters arising from the Minutes.**

None.

**4. Action Log Review**

**AP-81** Byway 19 – Repair work has now been completed but it was resolved to leave the discussion about down-grading this to a bridleway until Adrian Melrose has attended the Rights of Way & Byways course later this month.

Signed .....

**AP-91** Verge at Lower end of Hill Farm Road needs clearing/cutting back. Highways dept is behind with their schedules and had not assessed this problem when the clerk spoke to them in July and again in August. Clerk to chase again.

**AP-92** FP20 has now been cut back.

**AP-93** Unregistered footpath from C330 to U3311- this is an agenda item to be discussed later.

**AP-98** Large area at junction of Butts Road and Brook Lane where tarmac has fallen away. The temporary fill has not been successful – clerk to report again.

**AP-100** Arm which has fallen off signpost at junction of C324 and Church Road has still not been repaired – this has been promised next time an agent is in the area - clerk to remind Highways.

**AP-102** Brambles overhanging highway opposite Clematis Cottage at Playford Mount have now been attended to by landowner - clerk to write letter of thanks.

**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 but was not found to be a significantly urgent by Highways – clerk to remind them of the problem.

**AP-106** FP9 & FP13 overgrown with brambles. These were reported in July - Highways dept. has contacted the owner who has agreed to cut back the vegetation on both paths, and they have agreed to monitor the situation. There is also a broken stile at beginning of FP13 and the two stiles on either side of the railway line further along this path both need attention. Debbie Adams from Highways, Saxmundham is aware of this and will contact Network Rail about the ones adjacent to the railway line.

**AP-107** Ditch blocked in Spring Meadow opposite junction with FP from Church Lane. This has been reported and is now in the hands of contractors who will advise when they can clear it.

**AP-108** A laurel tree has fallen down on left side of Spring Meadow just beyond the layby and has brought down ivy with it. This was reported in August – clerk to chase again as nothing has been done yet.

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

Signed .....

**5. District Councillor Robert Whiting's report**

Robert Whiting began by conveying Peter Bellfield's apologies for absence due to his illness. Robert is covering this area as County Councillor for the time being, although Peter Bellfield is contactable by email and will still be able to do a limited amount of work.

SCC, back from their Summer break are making a bid for devolution which will mean more responsibility and more finance at local level– this will be the greatest change seen since 1973-74.

Travellers in Kesgrave have been in the news recently. County Councillor for Kesgrave, Christopher Hudson, and Robert Whiting called a public meeting at the Town Hall in Kesgrave to discuss procedure for dealing with the question of illegal encampment and who should pay for the subsequent clean-up operations. Christopher Hudson has also been working closely with Ben Gummer regarding inward investment in Ipswich and the project of an additional river crossing at the Wet Dock.

The importance of having a Neighbourhood Plan was discussed at Tuddenham's Parish Council's meeting last night – this needs to be seriously considered by Playford.

At district level, the Spa Gardens have now been opened in Felixstowe, nearly £5m having been spent on their refurbishment. More play equipment has also been installed at the Martello Tower development in Felixstowe.

At local level, Peter Bellfield has £5500.00 left in his Locality Budget, £1000 of which may be used in Playford – it may be possible to use this in part to set up a Neighbourhood Plan for Playford. Forms may be downloaded to apply for this and sent to Will Gibson, the Enabling Communities co-ordinator at SCDC.

Speeding through villages is an on-going problem and parishes must work together to address it. There is a possibility of working in conjunction with Tuddenham, Westerfield and Gt & Lt Bealings and sharing equipment such as the mobile solar-powered "Flashing 30" unit which would be very costly to own outright.

Ted Herrington enquired about SCDC Planning dept. not following up on conditions imposed when granting planning permission. There has been an incident recently where imposed conditions have been agreed but not adhered to and others where work has gone ahead without planning permission and this has not been followed up despite SCDC Planning dept. being aware of the situation. Robert Whiting agreed to follow this up.

Bill Johnson from the floor asked about the length of time allowed to finish a building project – there is a property in Butts Road where unfinished work due to a dispute with the builders has held up progress. Whilst this is unfortunate, there does not appear to be any easy solution.

Signed .....

Robert Whiting left the meeting at 7.40pm

## 6. Police Report.

No Police attended the meeting but the crime report for July showed no recorded incidents. The August report was not available at the time of the meeting.

## 7. Finance

### ○ Reporting & authorisation of cheques/online payments:-

SCDC Non-contested election expenses	£100.00
LCPAS attendance at ROW & Byways course	£25.00
Clerk's expenses	£21.69

### ○ Bank balances:

Barclays Bank current account	as at 31. 8.15	£3459.20
NS&I Savings account	as at 31.8.15	£3292.46

### ○ Budget Update 2015/2016:

The Budget is on track – we have only had one invoice from the grass cutters so far this year and the contractors are proving to be somewhat behind with their schedules. Grass cutting contract to be discussed as an agenda item later.

## 8. Highways

The verge erosion at the top end of Butts Road has been repaired but not at the Southern end – however, Highways department has promised to monitor the situation. Bill Johnson queried changes to the route of FP20 at the western end – this has been discussed previously with Debbie Adams but is in fact in Tuddenham parish and thus beyond Playford's control.

## 9. Unregistered Footpath from C3330 to U3311 - progress

Joan Metcalfe has been collecting names of people who have used this path in the past and are willing to verify its existence over a period of time.

## 10. Downgrading of Byway19 to a Bridleway.

This has already been dealt with in the Action Plan review and will be discussed further at the next meeting.

Signed .....

**11. Use of Playing Field by Village Hall hirers**

People hiring the Village Hall but not the playing field may sometimes want to use a barbecue outside and would need to place this on Parish Council property. Joan Metcalfe queried the insurance aspect of this and whether they should be allowed to do so. The clerk has checked with the council's insurers who stated that the council could not be held liable for any resulting mishap as long as there were no potholes, loose paving or other trip hazards that the council should have previously made safe. Joan therefore proposed that the council should allow barbecues to be used outside by hirers of the Village Hall only, but that it should be underlined that the hirers and not the council, would be liable for any accident that might occur. Tim Llewellyn seconded this.

**12. New Rubbish Bin**

A new rubbish bin is needed for the car park area of the Village Hall as the present one has exceeded its useful life. Clerk to price up new bins and to report back to the council.

**13. Grass cutting contract.**

Joan Metcalfe has obtained quotes from DCM Gardening Services (£1586.66+ VAT) and from Suffolk Coastal Norse Ltd. (£877.50+ VAT) for 12 cuts of the grass, 2 x cuts of the hedges and 2 x ditch clearances. The present contractor has not given good service over the last year and it was unanimously resolved to ask Norse to take over for next season. Clerk to write to Norse to ask them to commence a new contract from 1<sup>st</sup> January 2016 and to ask Top Garden Services (the present contractors) to do a last tidy up for the year and then submit their final bill.

**14. Outdoor Playspace funds.**

£543.10 has been received from the Outdoor Playspace Team – this represents half of the total grant so that scheme can now be started. In the final week of completion, the work is to be inspected by a member of the Outdoor Playspace Team who will then sanction the rest of the funds to be released. Steve Hicks to contact the contractor.

**15. Litter Pick**

It was decided to hold this event on Saturday 7<sup>th</sup> November from 10am – 12.30pm and to book the Village Hall so that refreshments could be offered to volunteers. Tim Llewellyn will place a notice in the Benefice magazine asking for volunteers. Equipment such as bin bags, gloves, grabbers and high-viz jackets can be obtained from SCDC – clerk to organise.

Signed .....

**16. Correspondence received:**

- a) A letter was received from Headways Suffolk detailing their services for Parish Councils, dealing with brain injuries and neurological conditions.
- b) A form requesting an update of records was received from SALC and duly completed giving details of chairman, clerk and village hall booking secretary – it was then returned to SALC.
- c) LAIS1382 was received from SCDC giving details of Precept data changes and statistics.
- d) A letter was received from SCDC entitled Notification of Proposed Changes to Scheme of Delegation relating to Determination of Planning Applications.

**17. AOB**

Community Action Suffolk has invited council members to attend the East Suffolk Neighbourhood Plan Networking Forum on Thursday 1<sup>st</sup> October at the Riverside Centre, Stratford St Andrew. Joan Metcalfe and Tim Llewellyn expressed an interest in attending and it was felt that Adrian Melrose might like to accompany them. Clerk to ascertain whether Adrian is free on that day and to book places accordingly. This is a free event.

As requested, Steve Hicks has created a Facebook group for the village to test as an additional means for the Parish Council to communicate with parishioners and possibly a wider audience. It's in the early stages as yet but watch this space.

The clerk asked for volunteers to deliver quarterly issues of The Grundisburgh News as the person doing it at present does not wish to continue. It was suggested that Veronica Bunbury may be able to organise this to tie in with deliveries of the Benefice magazine. Clerk to enquire.

**18. Date of next meeting:** 7pm Wednesday 4th November 2015

The meeting ended at 8.45pm

Signed .....