

**Minutes of Playford Parish Council meeting held at the Village Hall
at 7.00pm on Wednesday 4th March 2020**

Present: Mrs Joan Metcalfe - Chairman
Mr Steve Hicks - Vice-Chairman
Mr Ted Herrington - Councillor
Mr Keith Carson – Councillor
Mr Mike Brewer - Councillor
Mr Colin Hedgley – District Councillor

In attendance:
Mrs Marian Hedgley - Clerk

Also present:
Ms Tracy Herrington
Mrs Veronica Bunbury

Apologies for Absence:
Mr Adrian Melrose - Councillor
Mr Robin Vickery - County Councillor (no apologies received)

1. 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.

2. To approve the Minutes from meetings held:

	<u>Proposed</u>	<u>Seconded</u>
08.1.20	JM	KC
15.1.20	JM	KC
19.2.20	JM	KC

Matters arising - none

Action Point Review:

- ⊠ **AP 115 – Build up of silt on C324 and clearance of blocked drains.** Drains have at last been unblocked and we anticipate regular clearance of silt build up from Norse's regular Cyclic Cleansing routine.
- ⊠ **AP131 – Water constantly trickling down FP7 making it hazardous.** Flagship Housing engineer has diverted the water escaping from garden of No. 4 Church Lane and the blocked pipe alongside the footpath has also been cleared. Clerk to report to Highways that residual mess on pavement still needs cleaning up

Signed

- ⌘ **AP 135 – Ongoing issues with FP’s 1 & 3.** – Footpaths issues on hold for time being as recent rain has stopped progress on any remedial work.
- ⌘ **AP144 – Warning signs for Church Lane** – see Highways section in main agenda items
- ⌘ **AP145 – Church Road frequently flooded as gulleys need clearing** - Grips at side of road have been dug out so that flood water can escape.
- ⌘ **AP146 – Blocked gully near Bridge Cottage and loose paving slab.** This has now been dealt with by Highways.
- ⌘ **AP147 – Blocked culvert on LH side of entrance to Village Hall car park.** Binders Ltd have been engaged to clear the blockage and this was successful – see under Highways section of main agenda.
- ⌘ **AP148 – Dead oak tree close to carriageway on C324** – this has been reported to Highways and is awaiting inspection.
- ⌘ **AP149 – New grit bins in Church Road** - these should be filled with grit within first two weeks of March.

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

3. County Councillor’s report - There was no County Council report

4. District Councillor’s report

Colin Hedgley and Tony Fryatt’s District Council report was circulated to councillors prior to the meeting and is appended at the end of these minutes.

In brief, Colin stated that:

- Steve Gallant, leader of ESC has made a statement pushing for money which would have been spent on the Ipswich Northern Route, to be spent instead on the Copdock interchange, the Orwell Bridge and A12 improvements
- £600K has been allocated for rough sleepers in the area
- Civil Parking Enforcement - ESC is taking over responsibility for parking from April 2020 – an extra 20 uniformed people will be employed to monitor this. Please note that parking with two wheels on the pavement constitutes an obstruction, which must be dealt with by the Police, it is not a parking offence.
- Women’s Cycle Tour will be held again in Suffolk this year
- BBC1 has a documentary entitled Britain’s Housing Scandal at 9.15am on 2nd, 3rd, 7th & 9th March

Signed

5. FinanceReporting & authorisation of cheques/online payments:

Glasdon UK Ltd – Grit Bins	£370.25
ESC Norse Ltd – Annual grass & hedge maintenance	£1052.40
Binders Ltd - Clearing blockage in pipe under car park entrance	£147.80
P E Holmes – Website hosting & Domain name	£65.99
Clerk’s expenses/Stationery+Ink cartridges	£50.89
Clerk’s salary for January & February - as agreed in the budget	

Above payments proposed by Joan Metcalfe and seconded by Steve Hicks

Credits received:

01.01.20	NS & I annual interest	£27.01
21.01.20	SCC Grant for new grit bins from Cllr Robin Vickery’s budget	£400.00

Bank Balances:

Current a/c	£3746.79
NS&I	£3403.14

A bank reconciliation was carried out by Steve Hicks

Budget for 2019/20 –the budget was examined and found to be on track, Proposed by Joan Metcalfe and seconded by Steve Hicks

6. Highways

- Donation of £100 to SAVID was agreed by JM and seconded by Mike Brewer
- Flooding issues/Drain clearance
 - C324 - Drains successfully cleared on 19th Feb
 - Blockage under car park entrance at Village Hall –this was cleared by Binders Ltd on 27th Feb
 - Spring Meadow – blocked pipe next to footpath from Church Lane has been cleared and excess water issue has dried up
 - Footpaths Issues - See Action Points review
 - Signs for Church Lane: It has been agreed in principle to purchase signs saying “Unsuitable for Heavy Goods” to be placed at each end of Church Lane – exact locations and size of signs to be agreed at a site meeting.

7. Neighbourhood Plan – update

NP Chairman Keith Carson has been asked to do an end of year completion certificate for the Groundwork grant received in this financial year.

Signed

8. Ipswich Northern Route proposals

The results of the consultation on this scheme were released at the end of January and revealed that two-thirds of the respondents were totally opposed to all of the proposed routes and that only 26% were in favour of any. SCC leader, Matthew Hicks stated that no more work would be done towards the project as he could not continue without widespread local support. Three other local councils and also two local MP's opposed the scheme. This decision was later confirmed at SCC's next cabinet meeting in Feb 2020.

9. Neighbourhood Watch

Following recent enquiries about local cover, a request for a donation was made by the Woodbridge branch of Neighbourhood Watch. The council declined this as there is no cover in the Playford area. Clerk to convey this to the local treasurer.

10. Playing field booking 26.6.21

No forward events planned for the playing field in 2021 and no councillors had any objection to the booking, provided there was no excessive noise from the event.

11. Planning Issues.

Application DC/20/0005/FUL - Alterations to dormer windows at Bransons. This has been passed by East Suffolk planners.

Application DC/20/0560/FUL – Temporary access onto Butts Road for concrete lorries to use during construction of stable block at Archway Paddock. SCC Highways stated they could not comment as details of the required splay of 90m in both directions were not included in the application.

12. Risk Assessment review

Risk Assessment main document.

Keith Carson as Risk Assessment officer for the playing field commented:

1. Key to padlock on gate through to the playing field is missing – padlock no longer necessary.
2. Deep ditch on LH side of entrance to car park needs marking with posts and horizontal bar or tape. This can be dealt with after the ditch has been dug out by Norse and reassessed. More work needs to be done here.
3. Wooden fence alongside car park and field is wobbly in places and needs a coat of wood preserver. Needs attention.
4. Basketball goal/net is wobbly and needs a tie wrap. Steve Hicks to fix.
5. Five-a-side Football pitch –
 - i. Goal posts rusty, they need wire brushing and a coat of Hammerite. Keith to attend to.
 - ii. Goal area is dipped, needs stones removing and grass re-seeding or Astro turf laid – Steve Hicks to look into.
6. Bottle bank area (ESC Norse's responsibility) - the space needs 4 x bottle banks, one needs replacing and broken glass which is accumulating in its space, needs removing. Clerk to report.

All councillors agreed to above changes and the rest of the document was unanimously endorsed by them.

Signed

Financial Risk document - No change required, unanimously agreed as acceptable by all councillors.

13. History Project

- Adrian Melrose has successfully converted current history documents on the village website from PDF to Word format.
- Tracy Herrington is registered at the Bury St Edmunds Records Office as a member.
- It was agreed that reasonable travel costs to and from the Record Office should be reimbursed.
- John Royale is processing points for the talking book.

14. Town and PC Forums – The Clerk attended a planning forum for clerks/councillors at East Suffolk House on 24th Jan 2020. Topics included CIL updates, an introduction to CMIS and talks on Electronic Consultancy, Planning Policy and Development Management.

15. Emergency item – Website accessibility.

- New regulations regarding Website Accessibility are to be introduced in September 2020 and parish councils will need to comply.
- All text included in the parish website should be capable of being converted to audio form to assist visually impaired persons.
- There are various companies offering help in adapting websites but this could prove expensive. TEEC quoted £800.00+VAT for 4 days' work to migrate current data on Playford's website to a new version.
- Clerk to attend a Clerks' networking session at the SALC offices in Claydon on 9th March which will cover this topic

16. Correspondence – received up to 4th March 2020

- Ipswich Borough Council** – Notice of consultation **Ipswich Local Plan Review - Final Draft** - consultation ends 26th Feb 2020
- Ipswich Borough Council** – **Ipswich Local Plan** - Adoption of Suffolk Coast European Sites Recreational Disturbance Avoidance and Mitigation Strategy Supplementary Planning Document (the Suffolk Coast RAMS SPD)
- East Suffolk Co.** Neighbourhood Area Determination & Decision – Rushmere St Andrew Neighbourhood Plan
- Suffolk County Council:** Traffic Regulation Order – Stopping, Waiting & Loading Prohibitions & Restrictions and On-Street Parking Places (Variation no. 3) Order 202
- Public Meeting on Sizewell C** – organised by NFLA, TASC, TEAGS, BANNG & Suffolk Coastal FOE. Sat 14th March at Saxmundham Market Hall 10.45 – 1.30pm

Signed

- f. **Theberton & Eastbridge Action Group:** STOP Sizewell C Public Meeting on Sat. 21st March 2020
- g. **UK Power Networks Roadshow** - join us for lunch and a free tour of Ipswich Town FC.
- h. **DAS** – request for donation

17. AOB

Butts Road blocked outside Archway cottage whilst deliveries were being made – this is allowable for up to 20 minutes at a time,

Tracy Herrington announced that Playford WI is organising a litter pick in the village on Saturday 7th March.

Date of next meeting: Wednesday 6th May 2020 Annual Parish Meeting commencing 6.30pm immediately followed by Annual P C Meeting – refreshments will be served.

The meeting ended at 8.45pm.

Signed