

**Minutes of Playford Parish Council meeting held at the Village Hall
at 6.30pm on Wednesday, 4th March 2015**

Present: Mrs Joan Metcalfe - Chairman
Mr Stephen Hicks - Vice-Chairman
Mrs Veronica Bunbury - Councillor
Mr Bob Coppillie - Councillor
Mr Tim Llewellyn - Councillor
Mr Steven Hudson – District Councillor

In attendance:
Ms Marian Rosling - Clerk

Also present:
Mr Ted Herrington
Mrs Sally Herrington
Mr Matthew Hammond
Mr Iain McNeil
Mrs Shirley Williams
Mrs Liz Pascoe
Mr Lenny Pascoe
Mr Kevin Kingsford
Mr Tim James

Apologies for absence:
Mr Peter Bellfield – County Councillor
PCSO Sally Thomas – Police rep.

1. 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.
This information was duly recorded.

2. Planning Application DC/15/0611/FUL

Address: Glenham, Butts Road, Playford, Ipswich, IP6 9DU.
Proposed: Demolition of single storey structures and garage. Single storey replacement extensions to sides and a two storey extension to rear of house.

The plans were laid out and viewed by councillors and members of the public prior to the meeting. The agent for the application, Mr Iain McNeil explained the details. The building is the former Post Office in Playford and is presently clad in wood. The two existing single storey extensions are to be rebuilt in their current style and the entrance will be tidied up. The main entrance is to be in the SE corner and the two storey extension will be built at the rear of the property. The garage presently on the south side will be demolished as another to the rear of the property is to be kept. The side pods will be render-finished and the roof will consist of pink pantiles.

Signed

All councillors were happy with the plans and no questions were forthcoming from the floor. It is planned to start the building work as soon as planning permission is obtained. Joan Metcalfe requested that drivers of delivery vehicles were asked to respect village requirements and not to obstruct or impede local traffic.

Joan Metcalfe proposed approval of the plans and this was seconded by Tim Llewellyn. The motion was unanimously passed.

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 Steve Hicks. The minutes were then signed by the Chairman.

4. Matters arising from the Minutes.

None other than the fact that Tim Llewellyn is still pursuing Barclays Bank re his Online Banking registration.

5. Action Log Review

AP-71 Two new yellow grit bins were finally installed in Butts Road on 5th February and the remains of the old wooden ones were kindly tidied up by Sam Webber.

AP-81 Byway 19 - Debbie Adams of Eastern Area Highways, Saxmundham has said that SCC are awaiting more favourable conditions before starting repair work but it is hoped that this will commence soon.

AP-90 Bridleway sign at junction of C324 opposite Church Road still not repaired - the clerk is awaiting an update from SCC.

AP-92 Footpath no. 20 (through Alder Carr) – this should be cut back in the Spring.

AP-93 Unregistered footpath from C330 to U3311- a meeting with landowners is to be arranged where it is hoped to discuss procedure regarding this.

AP-95 Footpath sign at junction of Bransons Lane and Butts Road needs repairs.

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

Signed

6. County Councillor Peter Bellfield's report

Peter Bellfield sent his apologies for absence but is about to undergo an operation in hospital. He hopes to be available to take phone calls within two weeks if anything is required of him.

7. District Councillor Steven Hudson's report

Steven Hudson announced that he is not standing at the forthcoming election in May. He reported that council tax will remain at the same level for the fifth year running although the Police element will rise by a very small amount as their government subsidy is declining rapidly.

Suffolk County Council is moving their offices to the former Girdlestons site at Melton. This should achieve a saving of £500,000 per year.

Steven announced that he had been successful in obtaining £1000.00 from the Enabling Communities budget to assist with the Basketball project. It is hoped that this will cover the cost of providing a hard surface around the Basketball post when it is installed. However no funds were obtainable for help with the bridge re-painting as the District Council is unable to fund maintenance for structures that County Council (Highways) is responsible for.

It seems that there are no current plans for faster Broadband speeds in Playford yet.

8. Police Report.

PCSO Sally Thomas was unable to attend the meeting but sent in the Police report for Kesgrave & District SNT detailing the usual priorities of tackling anti-social behaviour and monitoring speeding in the area. Warnings of a scam in Beccles were issued following a woman in her 80's who was targeted recently -someone reputedly from the Police had phoned her to advise of fraudulent activity on her bank account and had asked for her PIN and other details. They had also blocked her phone line when she tried to dial 999 so that when she thought she was speaking to the Police, she was in fact still connected to the fraudsters.

The 12PT reports show no crimes reported in Playford in January or February.

For more details - see the Police report appended at the end of these minutes.

Signed

9. Finance○ Reporting & authorisation of cheques:-

748	Transfer to NS&I savings a/c	£1500.00	
749	Benefice Magazine	£100.00	Annual Donation
Online	M J Rosling	£26.28	Clerk's expenses

○ Bank balances:

Barclays Bank current account	as at 28. 2.15	£1933.53
NS&I Savings account	as at 28.2.15	£3292.46

○ New signatory required for NS&I account:

It was agreed to add Tim Llewellyn as a new signatory to this account to replace Veronica Bunbury who is stepping down after this term of office. Tim duly signed the appropriate forms along with the Chairman, Joan Metcalfe and the Clerk, Marian Rosling.

○ Budget Forecast for 2015/2016:

The Precept grant for the coming year is £124.39

10. Highways

The state of roads and lanes in the village is still causing concern and farm vehicles continue to damage verges and break up the tarmac at the sides of the roads thus making the useable surface even narrower. Letters have been sent to farmers in the parish requesting that they ask their drivers to be more considerate both to other road users and to be mindful of the damage which may be caused though it is believed to be mainly caused by contract workers.

Joan Metcalfe suggested holding a meeting with local landowners to try and address this problem. Clerk to write to each landowner to invite them to join councillors in a meeting to discuss possible solutions.

11. Unregistered Footpath C330 – U3311

This has been covered under Action Points review.

12. Risk Assessment Update

Joan Metcalfe has finalised the Risk Assessment update and circulated this to councillors by email. This is now ready to be put onto the website with a link on the homepage.

Tim Llewellyn has finalised the Financial Risk update, the Clerk was asked to verify what was checked by the internal and external audits. It was agreed that the back-up of data made at regular intervals to a memory stick should be kept in the locked filing cabinet at the village hall.

It was agreed to review the complete Risk Assessment at every other meeting.

Signed

13. Election May 2015

There are several possible candidates to approach with a view to inviting them to stand as councillors for the next term of office and this will be followed up. It is hoped that it may be possible to increase the number of councillors back to our full complement of seven.

14. Outdoor Playspace funds.

The location of the basketball post must be decided upon by the parish council and be agreed by SCDC before they will release funds. A meeting has been arranged in daylight on the playing field at 5pm on 9th March to finalise this.

15. Village Sign – discuss payment

The village sign has at last been returned from being refurbished and looks excellent – it will need treating with teak oil every month to keep it from deteriorating and Eric Metcalfe has kindly undertaken to do this regularly. Paul Clare who did the renovation work has requested a small donation to be given to The Children’s Hospice in respect of his work and it was agreed to send a cheque for £100.00. The Parish Council extend their grateful thanks to Paul and the Clerk will write a letter stating this to accompany the cheque.

To prevent further weather damage, it was suggested that a small wooden canopy could possibly be erected over the sign when it is replaced above the notice board on the village green. Clerk to approach Jerry Hearle to see whether this is feasible and if so to obtain a quote for the work.

16. Correspondence received:

- a) A letter has been received from Barclays Bank to advise of Changes to Business Customer Agreements.
- b) A letter has been received from Ipswich Borough Council informing us that the Ipswich Local Plan – Urban Character Supplementary Planning Document was adopted on 28.1.15
- c) Communications have been received from SALC advising details of :
 - i) LAIS 1373 Automatic Precept Referendum
 - ii) LAIS 1374 Councillor Travel Expenses claims
 - iii) LAIS 1375 The Electronic Summons for councillors
- d) A letter has been received from Disability Advice Centre requesting a donation.
- e) A letter has been received from Magpas Helimedix requesting a donation.

Signed

17. AOB

Veronica Bunbury suggested a litter pick to tidy up the village – a Sunday was thought to be best choice to include as many people as possible but there does not appear to be a suitable date when the Hall is free to use for a starting point and for refreshments afterwards. It was resolved to put this on to July’s agenda with a view to arranging something in October.

Joan Metcalfe stated that as we were currently unable to obtain funding for re-painting the railings over the river bridge we should arrange a working party to help clear the vegetation and to scrub the railings to improve their appearance – this is to go on the agenda for the meeting to be held in May.

Veronica Bunbury suggested a sign to be put up in the village reminding dog owners to pick up dog waste and/or to have a dog litter bin with a dispenser underneath supplying plastic bags. Joan Metcalfe is to look for a suitable position for such a sign, possibly near to the bottle bank.

The phone box in the village has been beautifully cleaned but was found to be not working. BT has been asked to investigate.

Ted Herrington asked why his questions sent to the clerk two weeks ago, had not been included in the Agenda – unfortunately this email was never received but included:

- a) The number of councillors should be 7 (currently operating with 5) and he thought this should be made clear to the Elections Office. In fact the Elections Office is aware of this and should be sending out 7 sets of Nomination Papers for candidates to be re-elected.
- b) Ted wanted to know why sanctions imposed on Planning Applications were not followed up: In fact they are usually reported to SCDC Planning Dept who is responsible, but the parish council is unable to do more than remind them if nothing has been done. District Councillor Steven Hudson stated that the question of planning enforcement was being looked at.
- c) Parking at the village hall: Builders working at the Sevenoaks site nearby have been given permission to park their vehicles here as there is no room on the road –this means the car park is often unacceptably full and the gates to the field are often blocked. Ted suggested that the builders be charged for parking dues and that they should make good the damage to the grass area after their project is finished. Joan Metcalfe has contacted the builders who will pay a gratuity towards their parking and the state of the grass will be assessed when they have finished their project.

Finally, Joan Metcalfe extended her grateful thanks on behalf of the whole council for the tremendous contribution of work undertaken by Veronica Bunbury during her years on the parish council. Veronica will not be standing for re-election in May.

Signed

- 18. Date of next meeting:** APM Wednesday 13th May 2015 at 6.30pm immediately followed by Annual PC Meeting

The meeting ended at 9.10pm

Signed