

**Minutes of Playford Parish Council meeting held at the Village Hall  
at 7.00pm on Wednesday 6th March 2019**

**Present:** Mrs Joan Metcalfe - Chairman  
Mr Steve Hicks - Vice-Chairman  
Mr Tim Llewellyn - Councillor  
Mr Ted Herrington - Councillor  
Mr Adrian Melrose - Councillor  
Mr Keith Carson – Councillor  
Mr Robin Vickery – County Councillor

**In attendance:**  
Mrs Marian Hedgley - Clerk

**Also present:**  
Mr Michael Brewer (prospective councillor)  
Mrs Sally Herrington  
Miss Tracy Herrington  
Mrs Veronica Bunbury

**Apologies for Absence:**  
Mr Robert Whiting – District 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 as a Trustee of Playford Village Hall, Tim Llewellyn declared an interest as a Trustee of Playford Village Hall This information was duly recorded.

**2. To approve the Minutes from meetings held 9<sup>th</sup> January and 6<sup>th</sup> February 2019 and matters arising.**

Minutes of both meetings were unanimously approved.

	<u>Minutes 9.1.19</u>	<u>Minutes 6.2.19</u>
Proposer	Joan Metcalfe	Joan Metcalfe
Seconder	Ted Herrington	Ted Herrington

Both sets of minutes were duly signed by the Chairman.

Matters arising.

- a) Progress on the SIDS device which Rushmere St Andrews PC is ordering with leftover funds from the disbanded 12PT group - the clerk has enquired and received a reply from Rushmere that this is still outstanding. Ted Herrington offered to attend the SAVID meeting at Lt Bealings Village Hall on 11<sup>th</sup> March to see whether Playford could be included in sharing the device for which SAVID & Grundisburgh PC is receiving funds from Robin Vickery's Locality Budget.

Signed .....

- b) The reflective posts mentioned in AOB of meeting on 9.1.19 are priced at £14.00 each +VAT. Joan Metcalfe proposed the Clerk should approach Sam Webber to ask if he would be prepared to put in some more posts around the village, and to perhaps advise us on where he thought they should be placed. This action was seconded by Tim Llewellyn.

**3. Co-opting a new councillor and distributing Nomination Papers for the forthcoming Election**

Mr Mike Brewer was proposed as a new councillor by Joan Metcalfe and this was seconded by Tim Llewellyn. Mike duly signed the Declaration of Acceptance of Office.

Nomination Papers were distributed to each councillor to complete and hand back to the Clerk to be submitted for the next term of office.

**4. County Councillor's report**

Robin reported that he was releasing £3000 from his Locality budget for a SIDS device to assist with speeding problems to be used by the SAVID group. This would be hosted by Grundisburgh PC and shared with local parishes.

He has recently been to a Scrutiny Committee meeting looking at the budget for the coming year. General council tax will rise by 2.99% this year and the council will apply the final 1% of the six per cent ring-fenced for adult social care. Spending on children and young people's social care accounts for 75% of the whole budget. The overall increase in council tax is one per cent less than for 2018/19.

Transition of the Suffolk Record Office to new premises in Ipswich, the "Hold Project" is going ahead. £10m has been obtained from Lottery funding for this facility which will have accredited archive status. As many as possible of the records will be digitalised to save space and low security records will be kept at Lowestoft.

The Scrutiny Committee had also been looking at Home/School Transport arrangements.

SCC has been awarded £9.7m for filling potholes in the area.

Robin's full report is appended at the end of these minutes

Signed .....

## 5. Action Log Review

**AP93- Unregistered FP from C330 – C3311** Clerk has contacted Mary George, Senior Definitive Map Officer over progress on registering this footpath. This has been assigned a medium priority and there are currently 23 cases ahead of it on their list. It could take as much as 5 years altogether to complete the registration process.

**AP115 - Silt build up at Church Road end of C324 and persistently blocked drains**– Robin Vickery will chase SCC Highway’s Engineer Paul Gant for a site meeting to demonstrate the problems to him and to seek a solution.

**AP131 – Water constantly trickling down FP No 7 between Church Lane & Spring Meadow** – no apparent progress made on this, the clerk is awaiting a report from Friths Consulting for an update on ownership of the broken culvert thought to be the root cause of this.

**AP135 - Ongoing problems with FP’s 1, 3 & 20** –see agenda item 12

**AP137 - Overhanging hedge encroaching onto highway in Church Lane.** Update received from community warden to say there is no longer an issue here.

**AP142 – Parking problems in Church Lane** – Parking at top of Church Lane is problematical with several vehicles churning up the grass verges and causing obstructions. Clerk has been in touch with Flagship Housing who has offered to remove a hedge to create more parking space.

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

## 6. District Councillor’s report - there was no District Councillor’s report.

## 7. Finance

Reporting & authorisation of cheques/online payments:

- SWT Trading Ltd - £2160.00 Ecology report/ Neighbourhood Plan
- Planning Direct - £1584.00 2<sup>nd</sup> instalment of their final charges
- M J Hedgley - £36.02 Clerk’s expenses for stationery etc.

Payments proposed by Joan Metcalfe and seconded by Keith Carson

Bank Balances:

Current a/c	£7382.81
NS&I	£3376.13

Steve Hicks reconciled the budget figures with the Bank statement and initialled both.

The clerk stated that Budget for 2018-2019 was on track.

Signed .....

**8. Highways issues**

Grit bins:

After discussion, it was unanimously agreed that the bins should be sited:

- Junction of Church Lane and Church Road
- Junction of Spring Meadow and Hill Farm Road (other side of road)

Joan Metcalfe will get permission forms signed by owners of adjacent properties and submit application to the Environmental Management Team.

All new grit bins must be yellow - the Clerk will check with Highways that the existing green grit bins will still be refilled regularly.

**9. Risk Assessment & Financial Risk Assessment Update**

Copies of the existing Risk Assessment and Financial Risk Assessment schedules were circulated to councillors prior to the meeting and these were considered. The following changes were suggested:

- a) Reference to the Boules Club be removed as this does not appear to be in operation
- b) Basketball post and net should be added as an item to be checked regularly
- c) Clothing Bank should be added

No changes recommended for the Financial Risk schedule.

All of the above proposed by Joan Metcalfe and seconded by Tim Llewellyn

**10. Neighbourhood Plan – update**

Payment of invoices for SWT’s ecology report and the second instalment of Planning Direct’s costs has recently been finalised to ensure that most of the funds in the Neighbourhood Plan account have been used up before the end of the financial year.

Ben Redsell who was responsible for the work being carried out by Planning Direct on our Neighbourhood Plan, has left the firm – this task will now be taken over by Andrew Canning who is currently working on the policies to be adopted. Nothing to be done by the sub-committee at present but a new claim for more funding will need to be applied for early in the new financial year following a revision of original plans. Simone Bullion who headed SWT’s survey of Playford is to be approached to ask whether she would like to do an up-to-date survey of the Mere, as this was inaccessible when she did her original report. Cost of this can be built into a new application for funds for the next financial year.

Adrian Melrose along with Richard Lister is hoping to form a trust to look after the upkeep of the Mere and to open it to the public. This will be a significant asset to Playford and must form an important part of the Neighbourhood Plan.

The allotments to the west of Playford on the border with Rushmere St Andrew should be mentioned in the Plan but there seems to be no reason for making it into a special area.

Signed .....

Ted Herrington mentioned that a wooded area to the north of Grundisburgh Road is incorrectly mentioned in the SWT report – Keith Carson will amend this.

**11. Commemorative tree for the playing field**

Joan Metcalfe has ordered an oak tree (a bare rooted sapling) and this will be delivered at the end of March.

**12. Footpaths 1,3 &20**

Elizabeth Mansfield has recently spoken to PROW officer Debbie Adams and has contacted the clerk to say that they both agree action needs to be taken over FP's 1 & 3, but FP20 is in good order at present. The Fentons' farm manager has had some health problems which is why the remedial tasks scheduled for this winter have not been carried out but he hopes to be able to tackle this soon. The long term solution would be to erect a board walk over the parts where springs emerge but it is always difficult to predict where they will erupt next and anyway this would be a costly exercise. They will monitor the situation.

**13. Cycle stand**

Joan Metcalfe will arrange for two cycle stands costing £24 each (incl VAT) to be ordered. Dean Fulcher has been approached and will do the work on concreting these in FOC. Joan Metcalfe has obtained the Village Hall Committee's permission for this. The above proposed by Tim Llewellyn and seconded by Keith Carson.

**14. Correspondence – received up to 6<sup>th</sup> March 2019**

- a) SCDC re: Notice of transfer to East Suffolk Co. On 1<sup>st</sup> April 2019
- b) Ipswich Boro Co. Ipswich Local Plan Consultations Notifications:
  - Core Strategy & Policies Development Plan Document Preferred Options
  - Site Allocations and Policies DPD Review Preferred Options
  - Ipswich Town Centre & Waterfront Public Realm Strategy SPD
  - Ipswich Urban Characterisation Study SPD
- c) CAB Felixstowe & District – request for funds
- d) British Red Cross – Norfolk & Suffolk – request for funds
- e) SCDC/ Waveney – Notice of appeal by Matthew Hammond to Sec. of State against decision to refuse planning permission for alterations to his boundary wall
- f) Sizewell C Project Team – update
- g) Peter Thompson, Enforcement Officer SCDC Planning dept. re rainwater discharging from roof at Airys Cottage, Playford. No planning rules have been breached but this has been passed onto SCC Highways to progress,
- h) Update from Scottish Power Renewables about EAOW cabling

Signed .....

15. AOB

- a) Thanks were extended to the WI for executing a litter pick in the village on Saturday 2<sup>nd</sup> March
- b) Discussion of the presentation of the Sizewell C proposals, given by EDF on 5<sup>th</sup> March at Playford Village Hall. Joan Metcalfe will respond to the pre-application consultation on behalf of the PC to object to proposed closures of footpath crossings of the railway line in two locations in Playford. Private comments were encouraged - replies to the consultation must be submitted by 29<sup>th</sup> March 2019 by post to FREEPOST SZC Consultation or email to [info@sizewellc.co.uk](mailto:info@sizewellc.co.uk)
- c) Adrian Melrose reported that Tom McGarry from EDF/Sizewell C Consultation had advised him that the proposed closures of railway crossings on Playford footpaths would be permanent (if they go ahead). Adrian suggested contacting The Ramblers Association to add weight to the argument for keeping the foot crossings open and he will do so as a private individual.
- d) Keith Carson reported a blocked drain near Bridge Cottage, clerk to investigate and report to the necessary authority with photo if appropriate.

**Date of next meeting:** APM Wednesday 8<sup>th</sup> May 2019 at 6.30pm immediately followed by Annual PC Meeting.

The meeting ended at 9.10pm.

Signed .....