

**Minutes of Playford Parish Council meeting held at the Village Hall
at 7.00pm on Wednesday 7th September 2016**

Present: Mrs Joan Metcalfe - Chairman
Mr Stephen Hicks - Vice-Chairman
Mr Tim Llewellyn - Councillor
Mr Ted Herrington - Councillor
Mr Neil Tibble - Councillor
Mr Adrian Melrose – Councillor
Mr Robin Vickery – Co. Councillor
Mr Robert Whiting – District Councillor

In attendance:
Ms Marian Rosling - Clerk

Also present:
Mrs Sally Herrington
Mrs Anne Seward

Apologies for Absence:
None

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 meetings held 6th July, 25th July and 22nd August 2016 and notes of Public Meeting held on 22nd August.

Tim Llewellyn proposed acceptance of the minutes and these were seconded by Ted Herrington. The minutes were then signed by the Chairman.

3. Matters arising from the Minutes.

It had been requested that the two planning applications for Airys Cottage, DC/16/2137/FUL and DC/16/2698/FUL be referred to the Planning Committee at SCDC but a decision was made by the Sub-committee to refer them back to SCDC Planning Dept. Katherine Scott stated these had been drafted for approval but official notification has not been received yet. Tim Llewellyn undertook to track this online and to report progress of these applications.

4. District Councillor's report

Robert Whiting reported that details of what was happening at District level had already been reported in Coastline publication and this has been circulated among Councillors.

Signed

SCDC is moving offices to Riduna House in the Autumn, exact date to be announced. There is some spare office furniture from the former offices in Melton which being offered to parish councils, charities etc. Clerk to enquire re chairs, filing cabinet etc.

Joan Metcalfe stated that BT has introduced a scheme to help fund the provision of superfast broadband to smaller communities whereby grant money may be used to pay half the cost - could Robert Whiting's budget be used to pay the rest? Robert replied that it would be more appropriate to use the Co. Councillor's budget for this as SCC had a programme to promote Broadband in the area, and to email details to Robin Vickery for consideration.

5. County Councillor's report

Robin Vickery arrived at the meeting at 7.20pm and introduced himself. A copy of his Round-Up newsletter for August 2016 is appended to these minutes.

The question of Devolution has been out to consultation and the results gone to the government. The Co. Council will meet on 2nd November when a decision on this will be taken. Suffolk has reservations about an elected mayor but is generally in favour.

Raising the Bar community grants are available up until 29th December. There is a pilot scheme "Adopt a Post Office" starting up whereby the Police are trying to highlight scams conducted via the P.O. especially to older people.

Joan Metcalfe asked about funding for fibre optic Broadband and explained the BT scheme. Half the cost is likely to be between £3K - £5K. The clerk will submit details to Robin when these are available.

Churches in Carlford Division are joining together to have wireless/mobile phone aerials to promote income for the Church. There is a possibility the parish council may be able to piggy-back on to this if Playford Church is deemed suitable.

Tim Llewellyn commented that roadside verges are not being trimmed adequately by SCC Highways. Ted Herrington said that speeding through the villages is still an issue – Robert Whiting will speak to James White at Tuddenham PC as he is co-ordinating the Speedwatch venture. There is currently a waiting list for "Slow Down Sid" (vehicle activated signs with a smiley face) to be used around the villages.

6. Action Log Review

AP-81 Byway 19. Adrian Melrose would like to put a gate across this Byway to improve the security of his pigs in the adjacent field. No further progress made with changing the designation but it would cost approx £15K in legal fees to re-route the footpath.

Signed

AP-93 Unregistered FP from C330 to C3311. Joan Metcalfe has sent in evidence forms to the senior map officer and is awaiting confirmation of the next stage- she will continue to chase progress.

AP-98 Temporary repair at the junction of Butts Road and Brook Lane where tarmac has fallen away has not been successful –this is still in the hands of the technicians awaiting action.

AP-100 Arm which has fallen off signpost at junction of C324 and Church Road – still awaiting repair.

AP-106 FP9 & FP13 overgrown with brambles. This is in the hands of the contractors and we are still awaiting some action. The field has grown over again – Clerk still awaiting a report from the SCC Footpaths officer.

AP-115 Build up of silt on C324 near Clematis Cottage. This has been re- reported as no action as yet.

AP-119 Repairs to tarmac in Butts Road –no progress, this was chased up on 5.9.16

AP-121 Brambles overhanging carriageway on C324. The clerk has written to landowner to request clearance.

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

7. Finance

- Reporting & authorisation of cheques/online payments:-

6.7.16	M J Rosling – clerk’s expenses	£21.01
6.7.17	6.7.16 Funds rec’d for bal. of Outdoor Playspace	£543.00
22.7.16	M J Rosling – clerk’s salary, July	
23.8.16	M J Rosling – clerk’s salary, August	

- Bank balances:

Barclays Bank current account	as at 1.9.16	£3001.38
NS&I Savings account	as at 4.7.16	£3316.17

- Conclusion of Audit

The accounts for year ended 31st March 2016 have now been received back from the External Auditors and have been agreed. Minor issues included grant monies being entered in Box 2 instead of Box 3 on the Balance Sheet and the fact that the new village bench had not been listed under the assets. Clerk to ensure that these matters are corrected. The accounts may be viewed by appointment at the clerk’s house between 9th – 23rd September 2016.

Signed

- Clerk's Salary
The clerk left the room whilst her salary was discussed. It was agreed to raise the hourly rate to SCP 21 from 1st January 2017 and that the number of hours worked per week (currently 5hrs/week) would be reviewed next year after the clerk had recorded her time spent per week for 2 months.
- Budget Update.
The budget was considered and found to be on track for this year.
- Financial Regulations update
It was agreed that this would be held over until the next meeting.

8. Highways

- a) Drainage issues/Ditch clearance. SC Norse Ltd has now dug out the ditch in Butts Road in front of the village hall to a deeper level and debris has been cleared away. Clarke & Simpson has been asked to clear the ditch in Hill Farm Road again and the clerk is currently chasing this up. The missing grid from the drain in Butts Road will be reported to Highways by Joan Metcalfe.
- b) Sally Herrington said that a parishioner had reported a pothole in Doctor Watsons Lane to her– it is now generally accepted that parishioners should take responsibility to report these things themselves as it can be done online.

9. Neighbourhood Plan – progress

A resolution was passed by the Parish Council on 22nd August 2016 to go ahead with the Neighbourhood Plan. Guidance is needed for obtaining funds for this. Robert Whiting thought that we should act concurrently with the Kesgrave Town Council problems and push forward with Playford's own Plan. Barbara Richardson-Todd of Rushmere Village ward would like to explore the idea of a forum for NP's – Robert Whiting may possibly be able to assist with funds from his Enabling Communities Budget. Adrian Melrose said we should have a Steering Committee for Playford's NP. Ted Herrington said there were pressures from Ipswich Eastern Fringe but Robert Whiting replied saying this should not prevent Playford from going ahead. Rushmere St Andrews has no identifiable areas for development. Joan Metcalfe and Tim Llewellyn were not in favour of joining forces with RSA but Adrian Melrose thought it important to utilise RSA's manpower - they have people willing to do the groundwork and Playford has not got enough people to carry it forward.

Little Bealings Parish Council has sent a strongly-worded official complaint to Stephen Baker, CEO of SCDC regarding the way that SCDC Planning Services has handled Kesgrave TC's Neighbourhood Planning proposals. Joan Metcalfe proposed that Playford should send a similar letter to the CEO, endorsing Lt Bealings' letter and highlighting Playford's problems. Adrian Melrose seconded this. Clerk to initiate – this is to include a paragraph explaining Playford's position with Hilary Hanslip, Chief Planning Officer who changed tacks and advised us that a Neighbourhood Plan was probably not necessary.

Signed

The clerk was asked to write to Andy MacGibbon/Hilary Hanslip of SCDC Planning Policy & Delivery Team for Neighbourhood Plans to request a meeting in order to proceed with the commencement of a Neighbourhood Plan for Playford.

10. Kesgrave All Saints Church Cemetery – update

A reply to the Clerk's letter dated 23rd July 2016 to Kesgrave All Saints PCC has been received. This states that they are unable to agree to Playford PC's request to change the signage at the Cemetery to reflect the fact that it is on Playford land, as the name of the Trust appears on too many legal documents and certificates for it to be viable. This will be discussed further at the next meeting.

11. Outdoor Playspace project – progress

The new strengthened bar for the basketball board has been delivered and fitted -the net has not been replaced as this was not thought necessary. This equipment was included in the recent safety check carried out by the Children's Play Area inspector.

12. Correspondence received:

- a) Letter from Ipswich Borough Council re: Ipswich Local Plan regarding Adoption of Supplementary Planning Documents
- b) Letter from Scottish Power Renewables: Update on progress with EAOW1, EAOW3 and future projects.
- c) Letter from The Planning Inspectorate (Infrastructure Planning Rules amended) and Notification of hearings for EAOW3 on 7th & 8th September 2016
- d) LAIS1392 House and Planning Act 2016 – Neighbourhood Planning

13. AOB

Joan Metcalfe reported a large branch had fallen near the junction of Butts Road with the lane leading to New Buildings Cottages. Clerk to discuss this with Nick Newman, Arboriculturist at SCC as this is a Highways-related problem.

Sally Herrington reported the glass was missing from the Break Glass key-holder on the gate to the playing field. The clerk has a spare glass and more spares will be ordered.

Date of next meeting: Wednesday 2nd November 2016 at 7.00pm

The meeting ended at 9.02pm.

Signed