

**Minutes of Playford Parish Council meeting held at the Village Hall  
at 7.00pm on Wednesday 5th September 2018**

**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 Robert Whiting – District Councillor

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

**Also present:**  
Mrs Wendy Wilson  
Mr Brian Buckle  
Mr Brian Seward  
Mrs Veronica Bunbury  
Mrs Sally Herrington  
Ms Tracy Herrington  
Mr Glen Thimblethorpe  
Ms Gina Corani

**Apologies for Absence:**  
Mr Robin Vickery – County 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 meeting held 4<sup>th</sup> July and notes of meeting held 24<sup>th</sup> July 2018 and matters arising.**

Both minutes of meeting held 4<sup>th</sup> July and meeting notes from that on 24<sup>th</sup> July were unanimously approved. Acceptance of both was proposed by Tim Llewellyn and seconded by Steve Hicks.

Both minutes and meeting notes were duly signed by the Chairman.

Ted Herrington enquired about action following the report of the discharge of rainwater from the roof at Airys onto the highway. Clerk to chase up.

Signed .....

**3. Action Log Review**

**AP115 - Silt build up at Church Road end of C324** – this has been cleared and white lines repainted but drainage still an issue. Flooding & drainage issues have been reported to SCC Highways.

**AP131 – Water constantly tricking down FP No 7 between Church Lane & Spring Meadow** - this has been reported a third time and we await results. It has also been noted that there are 3 or 4 natural springs in the garden of no. 4 Church Lane which the occupant has been trying to get something done about but no solution offered. Clerk to chase up with Highways.

**AP132 – Verges/ditches in Hill Farm Road.** Work on this has been completed.

**AP135 - Ongoing problems with FP's 1, 3 & 20** – FP's 1 & 20 much improved but electric fence on FP no.1 (north side of the R.Fynn) is too close to the path in places and there are still rough places on FP no. 20. Drainage on FP3 is complicated and will require careful planning – this was scheduled to be repaired in October but may take longer than anticipated. Clerk to speak with owners regarding all three paths and to discuss with Debbie Adams of SCC Highways.

**AP137 - Overhanging hedge encroaching onto highway in Church Lane.** SCC Highways will check boundary position and advise owners to cut hedge if necessary.

**AP138 - Nettles overgrown on FP no. 8 to Lt Bealings** – Clerk will ask for this to be dealt with.

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

**4. County Councillor's report**

There was no County Councillor's report.

**5. District Councillor's report**

Robert Whiting reported that:

The new Garden Waste Scheme is going hi tech and ID tags will be embedded into the new green bins to identify which bin has been delivered to which property, to assist with controlling them. The smaller brown bins may also be tagged for people preferring to keep their existing ones. Main delivery of the new green bins will start in October.

The council has requested via the Scottish Power Renewables' (SPR) current consultation that energy firms co-ordinate their work plans better to reduce disruption on local communities. SCC and SCDC have jointly highlighted SPR's plan to site a substation in Friston despite fierce local opposition.

Signed .....

There is a rat problem in Sea Road, Felixstowe – plans for dealing with this are being reviewed as poisoning is not a practical or safe option due to proximity of human activity and pets in the area. Baited trap boxes are to be employed and street cleaning efforts to be stepped up.

Felixstowe seafront gardens have been awarded a Green Flag Award for the third year running and is officially one of the best parks in the world.

For more details please see Robert’s full report appended at the end of the minutes

## 6. Finance

- Reporting & authorisation of cheques/online payments:

Cheque signing:

M Hedgley (chq no. 801) Clerk’s expenses: Stationery & stamps £ 9.02

Sanctioned/signed by Joan Metcalfe and countersigned by Tim Llewellyn.

Online payments:

Planning Direct –Inv 1268 £594.00 - to be paid

Payment proposed by Joan Metcalfe/seconded by Tim Llewellyn.

Planning Direct –Inv 1291 £1584.00 - more details required

See separate agenda item 8

- Bank Balances:

Current a/c £9081.78

NS&I £3351.82

Grant money £1000.00 was received on 28<sup>th</sup> Aug 2018 from Groundwork UK in respect of the Defibrillator Project.

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

- Budget for 2018-2019 was discussed and unanimously agreed to be on track.

Proposed: Joan Metcalfe, Seconded: Tim Llewellyn

Signed .....

**7. Highways issues**

Damage to carriageway in Church Lane will be reported to SCC Highways by the occupants whose property is adjacent to the damage. The edge of the road surface has been eroded and part of their bank has fallen into the road so they wish to ensure that their boundary is not compromised by any repair work and that they do not lose any ground by it.

There is a new procedure in place regarding Grit bins – having them refilled/ordering new ones etc. This can only be requested by Parish Councils and if the bins are registered with SCC Highways. A discussion ensued as to whether Playford needed any extra bins and the conclusion was reached that one was probably needed in Spring Meadow (where there is currently a heap of grit delivered periodically) and another at the top of Hill Farm Road or near the Church. Clerk to enquire of County Councillor Robin Vickery whether there was any spare funds in his budget for this.

**8. Neighbourhood Plan – update**

A meeting was held on 24<sup>th</sup> July to discuss progress of the Plan and which surveys were deemed necessary.

It had been agreed at the meeting held on 26<sup>th</sup> June 2018 with Planning Direct that they would pare down their work on the project as grant money received (£5450.00) was significantly less than the £9000.00 originally applied for. However, it was unclear at that meeting, how exactly this was to be done costwise and what the remaining costs would be. No specific figures were mentioned despite Planning Direct’s representatives saying that they were confident they could tailor the programme to meet our needs. Planning Direct stated that if any costs took the PC over budget, they would take the responsibility of obtaining extra funding if necessary but details of this were unclear. Decisions over whether a housing survey was strictly necessary and whether a wildlife survey should be done were hazy and no notes of the meeting were forthcoming despite being promised by the secretary.

The Parish Council had already decided that a housing needs survey need not be done. This was queried by Planning Direct but their reasoning was not entirely clear. A wildlife survey would seem to be essential for Playford given that it forms an important part of the Fynn Valley with accompanying wildlife and flora. This needs to be emphasised in the Plan along with the bonus of our local footpaths and walks but Planning Direct stated that a wildlife survey was not necessary.

A meeting is to be arranged with Andrea McMillan of SCDC Planning team and Communities Officer Gillian Benjamin and this will be attended by NP Chairman Keith Carson, PC Chairman Joan Metcalfe and the clerk. This will take place on Thurs 13<sup>th</sup> September and Keith will invite Ben Redsell of Planning Direct to attend.

Signed .....

**9. Defibrillator**

A training session has been organised for Weds 12<sup>th</sup> September and 7 or 8 people have expressed an interest in attending. Clerk will circulate details asking whether anyone else would like to attend as up to 12 volunteers can be trained at one session.

Grant money of £1000 has been received from the Tesco scheme for the defibrillator project and this will take us in excess of our requirements – the remainder is to be used on another project which will benefit the whole community. This must be completed within 12 months of receipt to qualify for the grant money and the subject will be carried forward to the next PC meeting in November for discussion.

**10. Sale of Hill Farm Playford/ possible change of use of farmland.**

Sale of Hill Farm, Playford is going through and completion is imminent. It seems likely that it will not be continued as a working farm and an application for change of use may be needed. The future of the Mere could be at risk if the site is developed for recreational use – drainage could be affected and cause problems further downstream. Suffolk Wildlife Trust is to be contacted for advice as there are many species of birds (e.g. osprey, kingfishers, owls etc) and wildlife such as otters inhabiting the area, also wildflowers. The Environment Agency is also to be contacted for their advice on the landscape in general and to avert possible drainage problems.

**11. Appointing a Tree Warden**

Steve Hicks has volunteered for this role which will involve keeping an eye on local trees and reporting any problems to the East Suffolk Tree Warden. There is currently a scheme to plant trees to commemorate the end of the 1914-1918 War and Ted Herrington suggested that a tree be planted in the corner of the playing field beyond the Boules Piste, maybe an oak or a walnut. Clerk to email Robin Vickery for advice as he is involved with this scheme.

**12. Ward changes due to merger with Waveney District Council in April 2019**

The closing date for comments on the proposed ward changes by the Boundary Commission was 27<sup>th</sup> August and these are now being considered. The draft recommendations can be viewed at [www.lgbce.org.uk](http://www.lgbce.org.uk). Publication of the final recommendations will be on 23<sup>rd</sup> October and subject to Parliamentary approval, these will be implemented in May 2019.

**13. Co-opting a new councillor**

No further progress on this

**14. Correspondence – up to 5<sup>th</sup> September 2018**

- a) **East Suffolk District Co.** Re Gambling Act 2005  
Consultation on a Revised Statement of Principles
- b) **SCDC:** News Release – Publication of First Draft of Local Plan  
Dates /Venues of drop in sessions

Signed .....

**c) Chief Constable, Suffolk Police: Gareth Wilson**

Local policing changes infographic – 9 page leaflet (forwarded to all councillors 1.8.18) detailing the changes.

**d) SCDC: Quality of Place Awards. Robert Scrimgeour**

Reminder to letter sent 29.5.18 asking for entries

**15. AOB**

Steve Hicks asked if more hazard warning posts could be purchased and placed in strategic places to deter vehicles from churning up grass verges. It was suggested that this could be funded from residual money left from the Tesco grant.

Robert Whiting suggested a photo to be included in the Fynn Lark News should be taken at the forthcoming defibrillator training session.

**Date of next meeting:** Weds 7<sup>th</sup> November 2018 at 7.00pm

The meeting ended at 9.05pm.

Signed .....