

**Minutes of Playford Parish Council meeting held at the Village Hall
at 7.00pm on Wednesday 9th January 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
Mrs Brenda Brewer

Apologies for Absence:
Mr Robert Whiting – District Councillor (absent, 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, 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 7th and 20th November 2018 and matters arising.
Minutes of both meetings were unanimously approved.

	<u>Minutes 7.11.18</u>	<u>Minutes 20.11.18</u>
Proposer	Adrian Melrose	Tim Llewellyn
Seconder	Tim Llewellyn	Ted Herrington

Both sets of minutes were duly signed by the Chairman.

No matters arising.

3. Planning Application: ref: DC/18/4960/FUL
Address: High Summer, Church Lane, Playford, IP6 9DR
Proposed: Erection of front extension and rebuilding of porch to bungalow and extension to detached garage.

The plans were on view for public inspection and were looked at closely and considered carefully.

Signed

The applicant, Mr Michael Brewer explained the reason for the extension to the front of the house is that the current 1970's style window was making the house cold and that the present porch is in a bad state. Also an extra bathroom is required. The garage needs re-roofing so it seemed a good time to get it all done. Not much change will be seen when viewing the house from the front.

No objections were received and the neighbours all seem happy with the plans.

Joan Metcalfe proposed acceptance of the plans and this was seconded by Tim Llewellyn.

4. Action Log Review

AP93- Unregistered FP from C330 – C3311 Clerk to chase as no progress on this since Nov 2016 (when we were told it could take a very long time).

AP115 - Silt build up at Church Road end of C324 and persistently blocked drains– Robin Vickery's advice was sought as no real progress has been made with this. He agreed to arrange a site meeting with Highways' community warden Paul Gant to view the problems of inadequate signage showing priority of rights of way and also the silt build-up and drainage problems on the C324

AP131 – Water constantly tricking down FP No 7 between Church Lane & Spring Meadow – no progress made on this, Highways could not provide an update. Clerk to enquire whether Frith Blake Consulting have made any further input.

AP135 - Ongoing problems with FP's 1, 3 & 20 –Debbie Adams is to be contacted as landowners have failed to carry out work which was agreed on FP's 1 & 3, the clerk is currently awaiting a call-back from her. FP 1 is extremely difficult to traverse due to a very soggy section in the middle of the route plus the fact that the electric fence is too close to the hedge and FP 3 still needs a broken drain to be fixed. Robin Vickery will also make contact with Debbie to reinforce the need for some action.

AP137 - Overhanging hedge encroaching onto highway in Church Lane. Still awaiting a report following visit from community warden.

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

5. County Councillor's report

Robin reported that since her installation as Highways' manager, Mary Evans has set up a review of Highways services regarding road repairs and fixing of potholes etc. The review had shown that of days allocated to pothole repairs, only half the time was taken up by mending potholes, the rest being used by travelling to and from sites, loading and emptying lorries and cleaning equipment after use. This must be redressed.

Signed

The procedure for diversions and closing of roads has also been looked at as this has increased by 20% in recent years. A community self-help team is to be set up to advise parish councils on how to address problems such as road repairs themselves. £9.6m has been allocated to SCC for fixing roads but this has to be used up by March 2019 as any outstanding balance will have to be repaid.

Robin is now on the Scrutiny Committee – he reported that CAB funding is to be severely cut in Suffolk despite them providing such a vital service, but that enough protests had been received from various sources to result in an agreement to spread these cuts over two years to lessen the impact. Apparently the CAB has large reserves to fall back on but they are being directed to other funding sources so that they can still continue to operate at the same level.

It has been decided that the new centre for the Suffolk Record Office is to be in Ipswich (currently there are offices in Ipswich, Lowestoft and Bury St Edmunds). The new Ipswich centre will have full archive accreditation.

6. District Councillor's report - there was no District Councillor's report.

7. Finance

- Reporting & authorisation of cheques/online payments:
HMRC -chq no. 804 £277.60 Tax Q3 on Clerk's salary

- Bank Balances:
Current a/c £10761.92
NS&I £3351.82

Steve Hicks reconciled the budget figures with the Bank statement and initialled both. Budget for 2018-2019 was discussed and agreed unanimously to be on track.

- NALC recommendation for increase in Clerk's salary.
The Clerk's salary is to be increased by 33p per hour in line with NALC's recommendation. Acceptance proposed by Joan Metcalfe and seconded by Tim Llewellyn.
- Set Precept
After discussion and reference to forecast budget figures it was agreed to keep the Precept request for 2019/20 at £7500, the same level as the previous year, despite recommendation by the Clerk/RFO that this should be raised by £500 to cover increasing costs.

Signed

8. Highways issues

County Councillor Robin Vickery has agreed to pay for two new grit bins out of his Locality budget for the current year. Positioning has to be agreed with SCC Highways and application must be made online to the Environmental Management Team – this must be decided on by mid-March to enable funds to be released from this year’s budget. Proposed locations are at the junction of Church Road and Hill Farm Road and at the top of the hill in Church Road to the left of the double gates to the Churchyard. Agreement must be sought from residents and the Churchwarden.

9. Neighbourhood Plan – update

SWT’s wildlife report on Playford was completed just before Christmas and is appended at the end of these minutes. Councillors all agreed it is an extremely comprehensive report and should prove a very useful part of the Neighbourhood Plan. Two minor errors in the text need to be corrected and it will be ready for publishing on the N/Plan website and sent to Planning Direct for inclusion in the Plan.

SWT’s invoice is expected to be received shortly and Planning Direct is to be asked to submit their invoice for the second instalment of their charges, these accounts will be both be settled before the end of March.

10. Commemorative tree

Robin Vickery has kindly agreed funding up to £100 for a tree to be planted in the playing field, and we can now go ahead with this project. Joan Metcalfe will order an oak tree plus stake and compost and any spare funds will be used to purchase a plaque to state that this tree is to commemorate 100 years since the end of WW1.

11. Footpaths

See Action Log, AP135.

12. Cycle stand

Location of the proposed cycle stand, attached to the railings near the entrance to the Village Hall, could pose a trip hazard and so a free-standing one may be an alternative answer. This however, would need concreting in – Joan Metcalfe to make enquiries as to who might do this.

13. Playford History Book

£2000 has been received from District Councillor Robert Whiting’s Enabling Communities Budget. It is hoped parishioners will come forward to help with this project, we have a co-ordinator but she cannot start until later in the year. In the meantime, we hope to co-opt volunteers to act as researchers.

14. Co-opting a new councillor

Mr Mike Brewer has agreed to consider becoming a councillor and will attend the next council meeting with a view to being co-opted.

Signed

15. Correspondence – received up to 9th January 2019

1. **Ipswich Borough Co.** Re: Ipswich Local Plan
Notice of the Adoption of Development and Archaeology Supplementary Planning Document on 28th Nov 2018
Local Plan update and forthcoming consultations
2. **SC & Waveney DC:** Suffolk Coastal Local Plan
Final draft was approved for publication on 3rd Jan 2019 and will be published for 6 weeks from 16th Jan – 25th Feb while legal and procedural requirements and the soundness of the Plan is established.
To find out more about the Final Draft Local Plan a briefing session will be held on Friday 11th Jan at East Suffolk House, Melton from 2-4pm
3. **SZC NNB Generation Co.Ltd.** Stage 3 Consultation 4th Jan – 29th March
Consultation Summary Document (including questionnaire)
USB containing electronic copy
Deadline for responses is 29th March 2019

16. AOB

- a) Joan Metcalfe asked when S C Norse Ltd might next be cutting the hedges – clerk to follow up.
- b) Keith Carson enquired what was being done with the earmarked funds set aside for speedwatch – clerk to enquire from clerk at Rushmere St Andrew regarding the long overdue purchase of equipment
- c) Steve Hicks asked what was being done about ordering more reflective posts to keep motorists off the grass verges – clerk to check cost of these.
- d) Steve also asked about the signs promised by Highways at Saxmundham, to deter cyclists from FP's – clerk to chase Debbie Adams over these.
- e) Clerk has received complaints about residents' vehicles parked in Church Lane, churning up grass verges and causing obstructions to through traffic – this is also causing a trip hazard and a hindrance to emergency vehicles. Various suggestions were made but no action agreed upon at present.

Date of next meeting: Weds 7th March 2019 at 7.00pm

The meeting ended at 9.15pm.

Signed