



Waldringfield Parish Council

Parish Clerk: Jennifer Shone-Tribley
Low Farm, Ipswich Road, Waldringfield, Woodbridge,
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06 March 2024

Dear Councillors,

You are hereby summoned to the Annual Parish Council Meeting to be held on Tuesday 12 March 2024 in the Village Hall (Kennedy Room) at **7.30pm**, when the under-mentioned business will be transacted. The Press and public are cordially invited.

Yours faithfully,

Jennifer Shone-Tribley, Parish Clerk

WALDRINGFIELD PARISH COUNCIL MEETING TUESDAY 12 MARCH 2024 AGENDA

1. To **RECEIVE** and **APPROVE** apologies for absence.
2.
 - a. To **RECEIVE** declarations of interest
 - b. To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** non-delegated DPI dispensations requested by a councillor.
3. To **RECEIVE** and **CONSIDER** any statements of interest from parties wishing to be co-opted as a new councillor
4.
 - a. **Public Participation** - Parish Issues – An opportunity for parishioners to bring matters to the attention of the Parish Council and for parishioners to seek guidance from the Council.
 - b. To **RECEIVE** reports County and District Councillors
 - c. To **RECEIVE** updates on crime data from Suffolk Police.
5. To **APPROVE** the minutes of the Parish Council meeting held on **13 February 2024**
6. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of previous meetings - See separate list
7.
 - a. To **CONSIDER** Planning Applications for **COMMENTS**:
 - a.i) DC/24/0448/FUL | Change of use of land for use as caravan storage (associated with Oaks Caravans) | Part Land At Foxburrow Farm Waldringfield Road Brightwell Ipswich Suffolk IP10 0BZ – **Planning Officer N Webb; Consultation deadline 15 March 2024**
 - a.ii) DC/24/0449/FUL | Change of use of land for the storage of containers (associated with Port of Felixstowe), including erection of associated fencing. | Part Land At Foxburrow Farm Waldringfield Road Brightwell Ipswich Suffolk IP10 0BZ – **Planning Officer N Webb - Consultation deadline Fri 27 Mar 2024**
 - a.iii) AP/23/0074/REFUSE - DC/21/2391/FUL | Change of use of land for siting of 31 static units and 12 touring pitches and ancillary facilities - re-submission of DC/20/5102/FUL. | Land Off Ipswich Road Brightwell Ipswich Suffolk IP10 0BJ – **Appeal; comments deadline 2 April 2024**
 - a. iv) TPO/168/2024 - Land Rear of Japonica Cottage, Deben Lane, Waldringfield – **Officer - F Saunders; Comments deadline 25 March 2024**
 - b. To **APPROVE** planning response to (Re-Consultation) DC/23/4582/FUL
 - c. To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda.
 - d. To **NOTE** any application decisions received – see separate list
 - e. To **RECEIVE** any other planning information.
8.
 - a. To **RECEIVE** updates from Greener Waldringfield

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- b. To **RECEIVE** update on Litter Walks
- 9. a. To **RECEIVE** the Monthly playing field inspection report
- b. To **RECEIVE** update on Fort replacement project
- 10. To **RECEIVE** updates on the Warm Rooms Provision
- 11. To **DISCUSS** the Annual Parish Meeting
- 12. **CLERK AND RFO REPORT**
 - a. To **APPROVE** purchase of replacement Defib pads (VH) - £56.50
 - b. To **DISCUSS** replacement of the Clerk's laptop
 - b.i) To **APPROVE** purchase of new hard drive (Council laptop) £28.29
 - c. To **APPROVE** the Clerk's new rate of pay
 - d. To **CONSIDER** and **APPROVE** items of expenditure, and arrange for approval of BACS accordingly –see separate list.
 - e. To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation.
- 13. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council
 - a. To **APPROVE** updates to the following policies
 - Annual Risk Assessment and Management Review v2024*
 - Newsletter Publication and Advertising Fees Policy v2024*
 - b. To **RECEIVE** and **APPROVE** the Internal Controls Statement 2024.
- 14. To **CONSIDER** response to public consultations:
 - Rural and Remote Areas on Postal Service Modernisation*
- 15. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters
 - a. To **DISCUSS** and **APPROVE** the Footpath cutting schedule
 - b. To **CONSIDER** making a request to Highways for a 20mph speed limit on School Road
- 16. To **CONSIDER** any correspondence received before the meeting –see separate list
- 17. **PARISH MATTERS** for the next meeting.

If you are unable or do not wish to attend, comments for councillors' attention may be forwarded to the Clerk at the email address detailed at the top of this agenda.

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SUPPORTING DOCUMENTSMARCH

ITEM 3

3. To **RECEIVE** and **CONSIDER** any statements of interest from parties wishing to be co-opted as a new councillor
None received at time of publication.

ITEM 4

4. **a. Public Participation** - Parish Issues – An opportunity for parishioners to bring matters to the attention of the Parish Council and for parishioners to seek guidance from the Council.

b. To RECEIVE reports County and District Councillors

East Suffolk Councillors' February report circulated to Councillors 29 February 2024 and available on the website.

Suffolk County Councillor Mulcahy circulated her February report on 08 March 2024 and is also available on the website.

c. The RECEIVE updates on crime data from Suffolk Police.

Suffolk Police and Crime Data – January 2024

No crimes reported in Waldringfield, Newbourne, Brightwell or Bucklesham in January

ITEM 5

5. To **APPROVE** the minutes of the WPC Meeting held on 13 February 2024
Draft minutes were circulated to Councillors with the Agenda and are available on the website.

ITEM 6

6. **MATTERS for REPORT** from minutes of previous meetings and to **REVIEW ACTION POINTS** from the minutes of the Parish Council Meeting held on 13 February 2024

ACTION POINTS

Planning: Clerk to submit responses as agreed above - Done; Cllr Elliot and Clerk to contact ESC regarding highway amendment at Eureka – Done – 28.02.24

Finance: Cllrs Elliot and Kay to approve BACS payments – Done 14.02.24; Clerk to order Litter Walk signage – Done – See update item 8.b

Policies: Cllrs Kay and Quick to prepare Emergency Plan second draft; Clerk to post agreed policies to website – Done 23.02.24

Litter Walks: Cllr Quick to liaise with Greener Waldringfield regarding a Litter Walk Leader – in process

Playing Field: Cllr Forsdike to prepare fort replacement plan – Update to be received under Item 9b;

Cllr Kay to request the Tree Warden arrange a review meeting with Cllr Forsdike of the tree on the playing fields – in process

School Road speed limit: Cllrs Kay and Reid to prepare School Road SID data for consideration – Updated in Item 16.

PROW: Cllr Forsdike to clear some of the tree litter on the footpaths (noted above) - Done

ITEM 7

7. **a. To CONSIDER Planning Applications for COMMENTS:**

a.i) DC/24/0448/EUL | Change of use of land for use as caravan storage (associated with Oaks Caravans) | Part Land At Foxburrow Farm Waldringfield Road Brightwell Ipswich Suffolk IP10 0BZ – Planning Officer N Webb; Consultation deadline 15 March 2024

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a.ii) DC/24/0449/FUL | Change of use of land for the storage of containers (associated with Port of Felixstowe), including erection of associated fencing. | Part Land At Foxburrow Farm Waldringfield Road Brightwell Ipswich Suffolk IP10 0BZ – **Planning Officer N Webb - Consultation deadline 27 Mar 2024**

For additional information – the following news article speaks to container storage – [BBC News Article](#)

a.iii) AP/23/0074/REFUSE - DC/21/2391/FUL | Change of use of land for siting of 31 static units and 12 touring pitches and ancillary facilities - re-submission of DC/20/5102/FUL. | Land Off Ipswich Road Brightwell Ipswich Suffolk IP10 0BJ – **Appeal; comments deadline 2 April 2024**

a. iv) TPO/168/2024 - Land Rear of Japonica Cottage, Deben Lane, Waldringfield – **Officer - F Saunders; Comments deadline 01 April 2024**

b. To APPROVE planning response to (Re-Consultation) DC/23/4582/FUL | Refurbishment and minor extension to the existing timber, single storey Youth Hall at Waldringfield Baptist Church. The works include adding a 45m2 floor area extension and replacement of existing wall and roof cladding, windows and doors. The works also plan to include access and internal modifications and adoption of better fire-proofing and insulation materials. The building is used for several meetings organised by the church such as toddler groups, youth club, prayer meetings and community meals. | Baptist Chapel Newbourne Road Waldringfield Suffolk **Planning Officer – E Atwood; Deadline 28 Feb 2024**

The following response was sent to Planning following e-mail agreement due to the deadline falling outside of the meetings schedule.

Thank you for the opportunity to comment on the amended drawings.

We are pleased to see that the materials used on the existing building and the proposed extension will be of a darker, more recessive colour finish than originally proposed.

We understand that the external lighting will be covered by condition.

WPC therefore has NO OBJECTION to this application in its amended form.

c. To MAKE ARRANGEMENTS to deal with applications received after publication of this agenda
None at time of publication.

d. To NOTE any application decisions received – see separate list

DC/24/0375/AME | Received date: Thu 01 Feb 2024 | Status: **Application Permitted** | Case Type: Planning Application **NOTE:** The Council is not consulted on AME applications and did not comment on this.

Non Material Amendment of DC/20/2355/FUL - The proposal is to demolish the existing part two storey and part single storey house and construct a new house which is also part two storey and part single storey but with a larger two storey element. The footprint of the new house is predominantly within the footprint of the existing dwelling - This application seeks to amend the type and position of the Swift Boxes requested by Planning Condition 8. - Quayside The Quay Waldringfield Suffolk

Ref. No: DC/23/3753/CLE | Received date: Fri 29 Sep 2023 | Status: **Application Permitted** | Case Type: Planning Application

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Lawful development certificate for the siting of a mobile home and associated structures for residential occupation - Mobile Home At Clappits Pit Newbourne Road Waldringfield Woodbridge Suffolk IP12 4PA

e. To RECEIVE any other planning information

Nothing to circulate

ITEM 8

8. a. To RECEIVE updates from Greener Waldringfield

Nothing to circulate.

b. To RECEIVE update on Litter Walks

Date scheduled was delayed pending receipt of the signage agreed at last meeting. Clerk has ordered signage. New date will be set once received. Clerk to register the Walk with ESC once date agreed.

The following is the proof of the signs ordered:



ITEM 9

9. a. To RECEIVE the Monthly playing field inspection report

Will be circulated to Councillors under separate cover.

b. To RECEIVE update on the fort redevelopment project

Nothing to circulate

ITEM 10

10. To RECIEVE updates on the Warm Rooms Provision

ITEM 11

11. To DISCUSS the Annual Parish Meeting

This is scheduled for Wednesday 17 April at 7.30pm.

ITEM 12

12. CLERK AND RFO REPORT

a. To APPROVE purchase of replacement Defib pads (VH) - £56.50

As discussed at previous meetings, these are due for renewal on 31 March 2024.

b. To DISCUSS replacement of the Clerk's laptop

Clerk circulated a report with these documents for consideration

b.i) To APPROVE purchase of new hard drive (Council laptop) £28.29

This was bought on an emergency basis by the Clerk on 16 February 2024.

c. To APPROVE the Clerk's new rate of pay

Discussed at the previous meeting - £14.25 per hour was presented and agreed by the Clerk.

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- d. To **CONSIDER** and **APPROVE** items of expenditure, and arrange for approval of BACS accordingly – see separate list.

PAYMENTS LIST

| PAYMENTS LIST | | | | | | | | | |
|---------------|---------------------------|------------|------------------|------------------------|-----------------------------|-------|----------|-------|----------|
| Vouch | Code | Date | Bank | Descript | Supplier | VAT T | Net | VAT | Total |
| 110 | Newsletter re 1972 LGA s: | 04/03/2024 | Unity Trust Bank | Newsletter | Spingold Design & Print | Z | 175.00 | | 175.00 |
| 111 | Accounting, Website & Co | 04/03/2024 | Unity Trust Bank | Laptop | Amazon (via Jennifer Sh | S | 23.57 | 4.72 | 28.29 |
| 113 | Training | 04/03/2024 | Unity Trust Bank | Training | SALC | S | 35.00 | 7.00 | 42.00 |
| 114 | Training | 04/03/2024 | Unity Trust Bank | Training | SALC | S | 30.00 | 6.00 | 36.00 |
| 112 | Accounting, Website & Co | 04/03/2024 | Unity Trust Bank | Google Storage | Google Commerce (via J | S | 1.33 | 0.26 | 1.59 |
| 116 | Warm Room / Pantry | 04/03/2024 | Unity Trust Bank | Printing costs | Waldringfield Primary Sc | X | 6.00 | | 6.00 |
| 115 | Repairs/Maintenance | 04/03/2024 | Unity Trust Bank | Litter Walk Signs | Start Traffic Ltd (via J Sl | S | 121.01 | 24.20 | 145.21 |
| 117 | Salaries | 06/03/2024 | Unity Trust Bank | Salary - back pay | Jennifer Shone-Tribley | X | 77.97 | | 77.97 |
| 119 | Post and telephone | 06/03/2024 | Unity Trust Bank | Printing costs | Waldringfield Primary Sc | X | 1.60 | | 1.60 |
| 120 | Accounting, Website & Co | 07/03/2024 | Unity Trust Bank | Banking service charge | Unity Trust Bank | X | 18.00 | | 18.00 |
| 121 | Village Hall hire | 08/03/2024 | Unity Trust Bank | Village Hall Hire | Waldringfield Village Hall | Z | 225.00 | | 225.00 |
| 122 | Warm Room / Pantry | 08/03/2024 | Unity Trust Bank | Warm Room/Pantry supp | Waldringfield Village Hall | X | 150.00 | | 150.00 |
| 118 | Salaries | 28/03/2024 | Unity Trust Bank | Salary | Jennifer Shone-Tribley | X | 655.50 | | 655.50 |
| Total | | | | | | | 1,519.98 | 42.18 | 1,562.16 |

PAYMENTS LIST APRIL

Clerk has added this to payments (appropriately dated 28.04.24) to be approved, as we have no meeting in April to authorise it. Any other payments that need to be raised during April will be done so under Section 5.5 a) of our Financial Regulations and will require the authorisation of 2 signatories and approved in May.

PAYMENTS LIST

| Vouch | Cost Code | Date | Bank | Description | Supplier | Net | VAT | total |
|-------|-----------|------------|------------------|-------------|---------------------|-----|--------|--------|
| e | | | | | | | | |
| 1 | Salaries | 28/04/2024 | Unity Trust Bank | Salary | Jennifer Shone-Trib | X | 655.50 | 655.50 |
| Total | | | | | | | 655.50 | 655.50 |

RECEIPTS LIST

| RECEIPTS LIST | | | | | | | | |
|---------------|--------------------|------------|------------------|--------------------|----------------------|-----|-------|-------|
| Vouch | Code | Date | Bank | Descript | Supplier | Net | Total | |
| e | | | | | | | | |
| 12 | Advertising income | 28/02/2024 | Unity Trust Bank | Advertising Income | Low Farm Cottages | X | 18.00 | 18.00 |
| 13 | Advertising income | 07/03/2024 | Unity Trust Bank | Advertising Income | Waldringfield Sessic | X | 18.00 | 18.00 |
| Total | | | | | | | 36.00 | 36.00 |

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e. To **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation.

COST CENTER TO BUDGET

Waldringfield Parish Council

8 March 2024 (2023-2024)

Summary of Receipts and Payments

All Cost Centres and Codes

A - Receipts

| Code Title | Receipts | | | Payments | | | Net Position +/- Under/over spend |
|-------------------------|------------------|------------------|-----------------|----------|--------|----------|--------------------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| 28 Precept | 16,322.00 | 16,322.00 | | | | | (0%) |
| 31 SCC Footpaths Grant | 328.80 | 328.80 | | | | | (0%) |
| 36 Bank Interest | 50.00 | 228.31 | 178.31 | | | | 178.31 (356%) |
| 37 Grants and Donations | | | | | | | (N/A) |
| 38 Advertising income | 35.00 | 78.00 | 43.00 | | | | 43.00 (122%) |
| 44 CIL Funds | 300.00 | 1,200.92 | 900.92 | | | | 900.92 (300%) |
| 49 VAT Refund | | | | | | | (N/A) |
| SUB TOTAL | 17,035.80 | 18,158.03 | 1,122.23 | | | | 1,122.23 (6%) |

B - Administration

| Code Title | Receipts | | | Payments | | | Net Position +/- Under/over spend |
|-----------------------------|----------|--------------|--------------|------------------|------------------|-----------------|--------------------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| 1 Salaries | | | | 6,860.00 | 7,370.56 | -510.56 | -510.56 (-7%) |
| 2 PAYE/NI | | | | | | | (N/A) |
| 3 Clerk/Office Expenses | | | | 50.00 | 70.16 | -20.16 | -20.16 (-40%) |
| 4 Post and telephone | | | | 25.00 | 1.60 | 23.40 | 23.40 (93%) |
| 5 Newsletter re 1972 LGA s | | | | 875.00 | 724.00 | 151.00 | 151.00 (17%) |
| 6 Village Hall hire | | | | 335.00 | 420.00 | -85.00 | -85.00 (-25%) |
| 7 Insurance | | | | 415.11 | 422.24 | -7.13 | -7.13 (-1%) |
| 8 Professional Memberships | | 24.00 | 24.00 | 530.00 | 481.53 | 48.47 | 72.47 (13%) |
| 9 Audit | | | | 425.00 | 430.00 | -5.00 | -5.00 (-1%) |
| 10 Chairman's Expenses | | | | 50.00 | | 50.00 | 50.00 (100%) |
| 11 Training | | | | 960.00 | 916.00 | 44.00 | 44.00 (4%) |
| 12 Election Costs | | | | 1,000.00 | 78.54 | 921.46 | 921.46 (92%) |
| 40 Accounting, Website & Co | | | | 575.00 | 557.12 | 17.88 | 17.88 (3%) |
| 46 Coronation Events | | | | 500.00 | 386.80 | 113.20 | 113.20 (22%) |
| 48 Warm Room / Pantry | | | | 2,038.27 | 416.32 | 1,621.95 | 1,621.95 (79%) |
| 50 Professional Services | | | | | 500.00 | -500.00 | -500.00 (N/A) |
| SUB TOTAL | | 24.00 | 24.00 | 14,638.38 | 12,774.87 | 1,863.51 | 1,887.51 (12%) |

C - Playing Field/Reci

| Code Title | Receipts | | | Payments | | | Net Position +/- Under/over spend |
|--------------------------|----------|--------|----------|-----------------|-----------------|-----------------|--------------------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| 14 Grass cutting (field) | | | | 900.00 | 840.00 | 60.00 | 60.00 (6%) |
| 16 Repairs/Maintenance | | | | 3,500.00 | 1,570.02 | 1,929.98 | 1,929.98 (55%) |
| 17 Footpath Maintenance | | | | 375.00 | 241.50 | 133.50 | 133.50 (35%) |
| SUB TOTAL | | | | 4,775.00 | 2,651.52 | 2,123.48 | 2,123.48 (44%) |

D - Grants - s137/72 8

| Code Title | Receipts | | | Payments | | | Net Position +/- Under/over spend |
|--------------------------|----------|--------|----------|-----------------|-----------------|--------------|--------------------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| 21 Community Grants Fund | | | | 1,875.00 | | 1,875.00 | 1,875.00 (100%) |
| 22 Church Field | | | | | 450.00 | -450.00 | -450.00 (N/A) |
| 23 Village Hall LGA | | | | | 500.00 | -500.00 | -500.00 (N/A) |
| 24 All Saints Church | | | | | 775.00 | -775.00 | -775.00 (N/A) |
| 25 WildlifeGroup | | | | | 100.00 | -100.00 | -100.00 (N/A) |
| SUB TOTAL | | | | 1,875.00 | 1,825.00 | 50.00 | 50.00 (2%) |

Summary

| | | | | | | | |
|--------------------|------------------|------------------|-----------------|------------------|------------------|-----------------|-----------------------|
| NET TOTAL | 17,035.80 | 18,182.03 | 1,146.23 | 21,288.38 | 17,251.39 | 4,036.99 | 5,183.22 (13%) |
| V.A.T. | | 1,154.93 | | | 764.36 | | |
| GROSS TOTAL | | 19,336.96 | | | 18,015.75 | | |

Waldringfield Parish Council

| Waldringfield Parish Council | | | CASH FLOW STATEMENT | |
|--------------------------------------|------------|------------|----------------------------|------------|
| | | 29.02.24 | | |
| OPERATING ACCOUNT | MARCH | | YEARLY TOTALS | |
| Unity Trust | | | | |
| | EXPECTED | ACTUAL | EXPECTED | ACTUAL |
| CASH ON HAND (beginning of month) | £16,553.15 | £16,553.15 | £15,008.99 | |
| | | | | |
| CASH RECEIPTS | | | | |
| Grants | | | | |
| ESC Grants | £0.00 | £0.00 | £0.00 | £0.00 |
| SCC Locality Grant | £0.00 | £0.00 | £0.00 | £0.00 |
| Other | | | | |
| Precept | £0.00 | £0.00 | £16,322.00 | £16,322.00 |
| CIL | £0.00 | £0.00 | £1,200.92 | £1,200.92 |
| Interest | £0.00 | £0.00 | £0.00 | £0.00 |
| Advertising | £18.00 | £0.00 | £78.00 | £60.00 |
| SCC Footpath Grant | £0.00 | £0.00 | £328.80 | £328.80 |
| VAT Refund | £0.00 | £0.00 | £1,154.93 | £1,154.93 |
| TOTAL CASH RECEIPTS | £18.00 | £0.00 | £19,084.65 | £19,066.65 |
| | | | | |
| AVAILABLE (before cash out) | £16,571.15 | £16,553.15 | | |
| | | | | |
| CASH PAID OUT | | | | |
| Administration | | | | |
| Salaries | £733.47 | £0.00 | £7,370.56 | £6,637.09 |
| Newsletter | £175.00 | £0.00 | £724.00 | £549.00 |
| Insurance | £0.00 | £0.00 | £422.24 | £422.24 |
| Hall Hire | £225.00 | £0.00 | £420.00 | £195.00 |
| Training | £65.00 | £0.00 | £916.00 | £851.00 |
| Post/Telephone/exp | £1.60 | £0.00 | £29.01 | £27.41 |
| Memberships | £0.00 | £0.00 | £457.53 | £457.53 |
| Other | £0.00 | £0.00 | £621.29 | £621.29 |
| Website/Accounting | £42.90 | £0.00 | £987.12 | £944.22 |
| Playing Fields and maintenance | | | £11,947.75 | £10,704.78 |
| Grass Cutting | £0.00 | £0.00 | £840.00 | £840.00 |
| Repairs and maint'ce | £121.01 | £0.00 | £1,570.02 | £1,449.01 |
| Footpath cutting | £0.00 | £0.00 | £241.50 | £241.50 |
| Grants | | | £2,651.52 | £2,530.51 |
| Church Field Trust | £0.00 | £0.00 | £450.00 | £450.00 |
| Village Hall | £0.00 | £0.00 | £500.00 | £500.00 |
| General Grants | £0.00 | £0.00 | £0.00 | £0.00 |
| WPCC | £0.00 | £0.00 | £775.00 | £775.00 |
| Wildlife Group | £0.00 | £0.00 | £100.00 | £100.00 |
| Projects expenses | | | £1,825.00 | £1,825.00 |
| Other | £0.00 | £0.00 | £0.00 | £0.00 |
| Warm Rooms | £156.00 | £0.00 | £416.32 | £260.32 |
| Coronation Expenses | £0.00 | £0.00 | £386.80 | £386.80 |
| VAT | £42.18 | £0.00 | £764.36 | £722.18 |
| SUBTOTAL | £1,562.16 | £0.00 | £1,567.48 | £1,369.30 |
| | | | | |
| TOTAL CASH PAID OUT | £1,562.16 | £0.00 | £17,991.75 | £16,429.59 |
| CASH POSITION (end of month) | £15,008.99 | £16,553.15 | | £0.00 |
| | | | | |
| SUMMARY of ALL CASH | | | Closing Balance (expected) | |
| Unity | £15,008.99 | £0.00 | £15,008.99 | |
| IBS | £8,316.58 | £8,316.58 | £8,316.58 | |
| | | | | |
| Total cash position | £23,325.57 | £8,316.58 | £23,325.57 | |

Waldringfield Parish Council

ITEM 13

13. To **REVIEW** and **UPDATE**, as appropriate, the policies of the Parish Council
a. To **APPROVE** updates to the following policies

The following policies were circulated to Councillors with these documents.

- ***Annual Risk Assessment and Management Review v2024***

This policy is reviewed annually and links to the Internal controls statement. It is generally reviewed at this time of year. This has been formatted, with few changes, but Councillors are encouraged to review the document.

- ***Newsletter Publication and Advertising Fees Policy v2024***

The previous document was published in 2020 and a simple page. It has not been formally reviewed. It has been formatted into a policy.

b. To **RECEIVE** and **APPROVE** the Internal Controls Statement 2024

This was circulated with these documents. This is done annually as part of the audit processes of Council. Cllrs Elliot and Forsdike conducted the review and submit their report to council for consideration.

ITEM 14

14. To **CONSIDER** response to public consultations:

Rural and Remote Areas on Postal Service Modernisation:

The following is the outline of the consultation

In an era where digital communication has significantly reduced the volume of letters, yet the demand for parcel delivery continues to soar, Ofcom has initiated a discussion on the future of the United Kingdom's universal postal service. Recognising the changing needs and preferences of consumers, Ofcom is advocating for a modernisation of postal services to ensure sustainability and efficiency in this new landscape.

Ofcom's recent announcement highlights a comprehensive analysis of the current state of the postal service, revealing a pressing need for reform to adapt to the decreasing volumes of letters and the increasing trend towards parcel delivery. In response, Ofcom is considering several reform options that aim to strike a balance between operational efficiency and the service's core objectives.

A Special Emphasis on Rural and Remote Communities

Ofcom is particularly keen on gathering insights from those residing in rural and remote areas across the UK's nations. The regulator is aware of the unique challenges and reliance on postal services that these communities face and is seeking to understand the potential impact of proposed reforms on these vulnerable groups. Additionally, the views of large organisations that operate bulk mail services are also being sought, given their significant role in the postal ecosystem.

Invitation for Input

Ofcom has opened the floor for comments and perspectives from all interested parties until 3 April 2024. This is a critical opportunity for individuals, businesses, and community leaders from rural and remote areas to voice their needs, concerns, and suggestions regarding the modernisation proposals. The aim is to gather a wide range of views to ensure that any changes to the postal service will consider the needs of all stakeholders, particularly those who might be most affected by these changes.

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Key Proposals Under Consideration

Among the proposals being considered, Ofcom has suggested potential changes such as adjusting the speed of delivery for certain items, and altering the number of days letters are delivered, while maintaining a steadfast commitment to not downgrade overall delivery targets. These adjustments are projected to generate significant cost savings, thereby contributing to the sustainability of the postal service in the long term.

Your Voice Matters

The Rural Services Network encourages members to participate in this consultation process. Your feedback is invaluable in shaping a postal service that remains accessible, reliable, and tailored to the needs of all UK residents, regardless of their geographical location.

ITEM 15

15. To **RECEIVE** updates/reports on public rights of way, verges and road safety matters:
Nothing to circulate

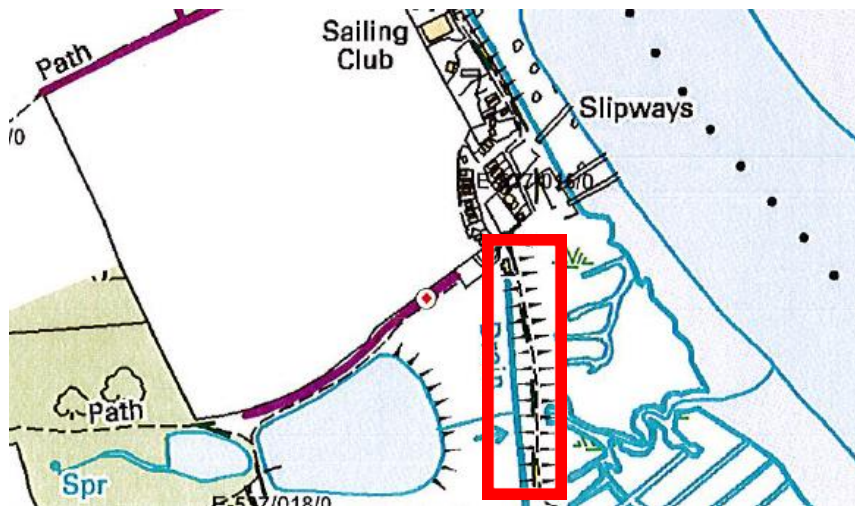
a. To DISCUSS and APPROVE the Footpath cutting schedule.

The proposed Schedule and Map were circulated with these documents.

Cllr Gold and the Clerk met to review the proposed schedule and map. No changes are proposed by SCC.

Of note was footpath 17. As this does become overgrown on occasion, we investigated if this should be added. PROW have advised, that as it is a cul-de-sac path due to erosion that they will not be adding it. Council can consider adding this to be contracted to our contractor at WPC expense.

It is approximately 160 M at £0.06 per meter (£9.60 per cut x 2 = £19.20 per year).



Cutting (2 x year) is proposed to be scheduled late May and Early August. This can be amended should growth require it to earlier or later as advised by Cllr Gold.

As last year – an additional cut (a third cut) should it be required would be in the region of £159.00

a. To CONSIDER making a request to Highways for a 20mph speed limit on School Road

ITEM 16

Waldringfield Parish Council

16. To CONSIDER any correspondence received before the meeting –see separate list

General Correspondence circulated to Councillors

Suffolk Association of Local Councils Buckingham Palace Garden Party 2024 08.02.24

Community Action Suffolk CAS Newsletter 08/02/2024

Suffolk Association of Local Councils NEWS BULLETIN - 5th February 2024

Suffolk Association of Local Councils Suffolk Devolution events - book now 09.02.24

Society of Local Council Clerks January newsletter - Essex Branch 09.02.24

Green Issues - Loft insulation offer, relaunch of community match funder, and National Landscape grants 09.02.24

Green Issues- Some events coming up 09.02.24

Wegg, Kevin - VCSE Funding Opportunities 12.2.24

Suffolk Association of Local Councils - SALC East Suffolk area forum - 20th March 2024 - Speaker confirmed 12.02.24

National Association of Local Councils NALC EVENTS 13.02.24

Suffolk Association of Local Councils - NEWS BULLETIN - 12th February 2024

Rural Services Network The Rural Bulletin - 13 February 2024

Society of Local Council Clerks News Bulletin - 14 February 2024

Suffolk Association of Local Councils SALC training bulletin 13 February 2024

National Association of Local Councils NALC NEWSLETTER 14.02.24

National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN 15.02.24

AEPA - INVITATION TO ZOOM MEETING, THURSDAY 7 MARCH RE T&P COUNCIL'S DIRECT ENGAGEMENT WITH GOVERNMENT 15.02.24

Wegg, Kevin VCSE Funding Opportunities 16.2.24

Suffolk Association of Local Councils Buckingham Palace Garden Party 2024 - deadline for nominations approaching! 16.02.24

National Association of Local Councils NALC EVENTS 19.02.24

Suffolk Association of Local Councils NEWS BULLETIN - 19th February 2024

Rural Services Network The Rural Bulletin - 20 February 2024

Suffolk & Essex Coast & Heaths National Landscape All the latest from your National Landscape 20.02.24

Suffolk Association of Local Councils SALC training bulletin 20 February 2024

National Association of Local Councils NALC NEWSLETTER 21.02.24

National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN 22.02.24

Suffolk Association of Local Councils SALC East Suffolk area forum - 20th March 2024 - Speaker confirmed 22.02.24

Simon Amstutz News from the National Landscapes 22.02.24

Wegg, Kevin VCSE Funding Opportunities 22.2.24

Community Action Suffolk CAS Newsletter: Funding Opportunities | News | Vacancies 22.02.24

Burningham, Helene -Championing Coastal Communities -10th March 2024 - Ground Truths 22.02.24

Deben Estuary Partnership DEP Newsletter - Spring 2024 23.02.24

Waring, Daniel - Some environmentally themed events and activities coming up 23.02.24

Suffolk Association of Local Councils NEWS BULLETIN - 26th February 2024

Suffolk Association of Local Councils The Local Councillor Magazine from SALC - February 2024 26.02.24

National Association of Local Councils NALC EVENTS 26.02.24

Rural Services Network The Rural Bulletin - 27 February 2024

Suffolk Association of Local Councils SALC training bulletin 27 February 2024

Last, Oka - Apply by this Sunday - National Landscape grants update 27.02.24

National Association of Local Councils NALC NEWSLETTER 28.02.24

Society of Local Council Clerks News Bulletin - 28 February 2024

Makin, Matt - Felixstowe Peninsula Community Partnership 29.02.24

National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN 29.02.24

Thomas Yeung Reminder - 'Ground Truths' takes place on Sunday 10 March 2024 01.03.24

Wegg, Kevin - VCSE Funding Opportunities 1.3.24

Suffolk Association of Local Councils- NEWS BULLETIN - 4th March 2024

Waldringfield Parish Council

National Association of Local Councils - NALC EVENTS 05.03.24

Rural Services Network-The Rural Bulletin - 5 March 2024

Sizewell C - Sizewell C Parish Update - February 2024

National Association of Local Councils - NALC NEWSLETTER 06.03.24

Rural Services Network - RSN Rural Funding Digest - March 2024 Edition

Suffolk Wildlife Trust - Community Wildlife Courses for 2024 06.03.24