



Waldringfield Parish Council

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11 April 2024

Dear Councillors,

You are hereby summoned to the Extraordinary Parish Council Meeting to be held on Wednesday 17 April 2024 in the Village Hall (Deben Hall) at **6.00PM**, when the under-mentioned business will be transacted.

Yours faithfully,

Ian Kay, Chairman, Waldringfield Parish Council

WALDRINGFIELD PARISH COUNCIL EXTRAORDINARY MEETING WEDNESDAY 17 APRIL 2024 AGENDA

1. a. 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. **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.
4. To **APPROVE** the minutes of the Parish Council meeting held on **12 March 2024**.
5. To **CONSIDER** Planning Applications for **COMMENTS**:
 - a. **DC/24/1050/FUL** | Construction of first floor extension, rear kitchen extension to replace existing and creation of 2 bay cart lodge with lean to structures | Sansarbres Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL – **Planning Officer – I Taylor; comments deadline 18 April 2024**
 - b. To **RECEIVE** any other planning information.
6. **CLERK AND RFO REPORT**
 - a. **CONSIDER** and **APPROVE** items of expenditure, and arrange for approval of BACS accordingly – see separate list.

IMPORTANT NOTES

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.

Waldringfield Parish Council

SUPPORTING DOCUMENTS April Extraordinary Meeting

ITEM 4

4. To APPROVE the minutes of the WPC Meeting held on 12 March 2024
Draft minutes were circulated to Councillors with the Agenda and are available on the website.

ITEM 5

5. a. To CONSIDER Planning Applications for COMMENTS:

ai) DC/24/1050/FUL | Construction of first floor extension, rear kitchen extension to replace existing and creation of 2 bay cart lodge with lean to structures | Sansarbres Cliff Road Waldringfield Woodbridge Suffolk IP12 4QL – Planning Officer – I Taylor; comments deadline 18 April 2024

b. To RECEIVE any other planning information.

DC/24/1006/AGO | Prior Notification (Agricultural) - A balanced cut and fill earth moving exercise to create an irrigation reservoir, this will be lined with High Density Poly Ethylene (HDPE). The reservoir will be filled during winter months, this will allow a reduction in summer abstractions which are becoming unsustainable. Construction will start in September after the spring/summer nesting season. No material will leave or be brought onto the site. Why necessary for agriculture: The existing summer abstraction license is becoming less reliable due to drought in addition to this the EA are reviewing all summer abstractions in the area with a view to cut back on these "direct" abstraction licenses in 2026. Potatoes, onions and carrots require at least 200mm each year it is therefore essential to move to winter storage for irrigation water. Why designed for agriculture: It is adjacent to the existing irrigation pipeline and adjacent to electric power. | Field North East Of Newbourne Village And North Of Mill Road Waldringfield Suffolk – Planning Officer E Attwood – comments Deadline – 12 April 2024.

ITEM 6

6. **CLERK AND RFO REPORT**

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

PAYMENTS LIST

Waldringfield Parish Council

Waldringfield Parish Council

PAYMENTS LIST

No	Code	Date	Bank	Description	Supplier		Net	VAT	Total
8	Post and telephone	09/04/2024	Unity Trust Bank	Land Registry records	HM Land Registry	X	27.00		27.00
2	Professional Memberships (1	09/04/2024	Unity Trust Bank	SALC Annual Membership	Suffolk Association o	E	260.71		260.71
3	Grass cutting (field)	09/04/2024	Unity Trust Bank	Grass-cutting -field	SCL Landscape Manc	S	60.00	12.00	72.00
6	Chairman's Allowance	09/04/2024	Unity Trust Bank	Gifts	Tesco (via Cllr Kay)	X	24.00		24.00
7	Repairs/Maintenance	09/04/2024	Unity Trust Bank	Defibrillator AED pads	Community Heartbec	S	56.95	11.39	68.34
4	Warm Room / Pantry	09/04/2024	Unity Trust Bank	Warm Room/Pantry supplies	J Elliot	X	14.95		14.95
5	Warm Room / Pantry	09/04/2024	Unity Trust Bank	Warm Room/Pantry supplies	J Elliot	X	23.10		23.10
9	Accounting, Website & Com	09/04/2024	Unity Trust Bank	Google Storage	Google Commerce (v	S	1.33	0.26	1.59
10	Accounting, Website & Com	09/04/2024	Unity Trust Bank	External hard drive	Amazon Sarl (via J St	S	37.32	7.47	44.79
1	Salaries	26/04/2024	Unity Trust Bank	Salary	Jennifer Shone-Tribli	X	655.50		655.50
Total							1,160.86		1,191.98

Waldringfield Parish Council

Waldringfield Parish Council				
		31.03.24		30.04.24
OPERATING ACCOUNT	APRIL		MAY	
Unity Trust				
	EXPECTED	ACTUAL	EXPECTED	ACTUAL
CASH ON HAND (beginning of month)	£15,008.99		£14,156.82	
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	£8,702.12	£0.00	£0.00
CIL	£0.00	£582.36	£0.00	£0.00
Advertising	£0.00	£0.00	£0.00	£0.00
ESC Footpath Grant	£0.00	£0.00	£0.00	£0.00
VAT Refund	£339.81	£0.00	£0.00	£0.00
TOTAL CASH RECEIPTS	£339.81	£9,284.48	£0.00	£0.00
AVAILABLE (before cash out)	£15,348.80	£9,284.48	£14,156.82	£0.00
CASH PAID OUT				
Administration				
Salaries	£655.50	£0.00	£655.50	£0.00
Newsletter	£0.00	£0.00	£0.00	£0.00
Insurance	£0.00	£0.00	£0.00	£0.00
Hall Hire	£0.00	£0.00	£0.00	£0.00
Training	£0.00	£0.00	£0.00	£0.00
Post/Telephone	£27.00	£0.00	£0.00	£0.00
Memberships	£260.71	£0.00	£255.00	£0.00
Other	£24.00	£0.00	£20.70	£0.00
Website/Accounting	£38.65	£0.00	£635.60	£0.00
Playing Fields and maintenance				
Grass Cutting	£60.00	£0.00	£120.00	£0.00
Repairs and maint'ce	£56.95	£0.00	£0.00	£0.00
Footpath cutting	£0.00	£0.00	£0.00	£0.00
Grants				
Church Field Trust	£0.00	£0.00	£0.00	£0.00
Village Hall	£0.00	£0.00	£0.00	£0.00
General Grants	£0.00	£0.00	£0.00	£0.00
WWG Grant	£0.00	£0.00	£0.00	£0.00
WPCC	£0.00	£0.00	£0.00	£0.00
Wildlife Group	£0.00	£0.00	£0.00	£0.00
Projects expenses				
Other	£0.00	£0.00	£0.00	£0.00
Warm Rooms	£38.05	£0.00	£0.00	£0.00
VAT	£31.12	£0.00	£0.00	£0.00
SUBTOTAL	£1,191.98	£0.00	£1,686.80	£0.00
TOTAL CASH PAID OUT	£1,191.98	£0.00	£1,686.80	£0.00
POSITION (end of month)	£14,156.82	£9,284.48	£12,470.02	£0.00
SUMMARY of ALL CASH				
Unity	£14,156.82	£9,284.48	£12,470.02	£0.00
IBS	£8,316.58	£8,316.58	£8,316.58	£8,316.58
Total cash position	£22,473.40	£17,601.06	£20,786.60	£8,316.58

Waldringfield Parish Council

Waldringfield Parish Council Summary of Receipts and Payments

All Cost Centres and Codes

A - Receipts

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
28 Precept	17,404.24		-17,404.24				-17,404.24 (-100%)
31 SCC Footpaths Grant	328.80		-328.80				-328.80 (-100%)
36 Bank Interest	50.00		-50.00				-50.00 (-100%)
37 Grants and Donations							(N/A)
38 Advertising income	50.00		-50.00				-50.00 (-100%)
44 CIL Funds	300.00		-300.00				-300.00 (-100%)
49 VAT Refund							(N/A)
SUB TOTAL	18,133.04		-18,133.04				-18,133.04 (-100%)

B - Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
1 Salaries				7,675.00	655.50	7,019.50	7,019.50 (91%)
2 PAYE/NI							(N/A)
3 Clerk/Office Expenses				75.00		75.00	75.00 (100%)
4 Post and telephone				25.00	27.00	-2.00	-2.00 (-8%)
5 Newsletter re 1972 LG				920.00		920.00	920.00 (100%)
6 Village Hall hire				350.00		350.00	350.00 (100%)
7 Insurance				450.00		450.00	450.00 (100%)
8 Professional Members				590.00	260.71	329.29	329.29 (55%)
9 Audit				250.00		250.00	250.00 (100%)
10 Chairman's Allowance				50.00	24.00	26.00	26.00 (52%)
11 Training				450.00		450.00	450.00 (100%)
40 Accounting, Website &				600.00	38.65	561.35	561.35 (93%)
48 Warm Welcome				1,704.54	38.05	1,666.49	1,666.49 (97%)
50 Professional Services							(N/A)
SUB TOTAL				13,139.54	1,043.91	12,095.63	12,095.63 (92%)

C - Playing Field/Recreational

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
14 Grass cutting (field)				960.00	60.00	900.00	900.00 (93%)
16 Repairs/Maintenance				2,500.00	56.95	2,443.05	2,443.05 (97%)
17 Footpath Maintenance				375.00		375.00	375.00 (100%)
SUB TOTAL				3,835.00	116.95	3,718.05	3,718.05 (96%)

D - Grants - s137/72 & s19 MPA7

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
21 Community Grants Fur				2,125.00		2,125.00	2,125.00 (100%)
SUB TOTAL				2,125.00		2,125.00	2,125.00 (100%)

Summary

NET TOTAL	18,133.04		-18,133.04	19,099.54	1,160.86	17,938.68	-194.36 (-0%)
V.A.T.					31.12		
GROSS TOTAL					1,191.98		