



Minutes of the Parish Council Meeting held on Tuesday 11 August 2026

In attendance: Cllrs Quick, Forsdike, Gold, Reid
ESC Ward Cllrs Nimmney; SCC Councillor Mulcahy

Members of the public: 2

Minutes: Clerk

Chair: Cllr Reid

Meeting opened: 19:31 pm

2237

1. To RECEIVE and APPROVE apologies for absence

Cllrs Kay and Ratcliffe – holiday

Cllr Elliot – Personal reasons

Motion to **ACCEPT** Apologies for absence above – Proposed Cllr Forsdike; Seconded Cllr Quick – all in favour

2. a. To RECEIVE declarations of interest

None

b. To RECEIVE delegated Declaration of Interest Dispensation decisions or APPROVE non-delegated DPI dispensations requested by a councillor.

None received

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.

MOP – WSC representative – Discussed that the large waste bins in the SC car park are used by the public, beach hut owners and visiting yachtsman. They have been advised that there is sufficient provision at the beach enclosure, but they are very concerned this is insufficient and the location identified is not realistic from experience. WSC expressed they would prefer the bin in their car park to be retained and would be happy to have a public bin situated on their land.

Photos of bins' current state had been taken by Cllrs and were displayed on screen, showing how full the bins are.

b. To RECEIVE reports from County and District Councillors

Cllr Mulcahy – focus of the council has been Highways and addressing the prevailing concerns – such as potholes. Cllr Mulcahy addressed the WPCs submission on the speed humps. She has personally inspected them with an engineer and while parameters indicate that the humps do not meet the threshold for maintenance – she agreed that painting is required. She will be pursuing this with Highways and will respond to the council as to progress on the issue.

Cllrs asked about the resolution to the Eureka footpath and undertaking that repair. Cllr Mulcahy will follow this up with Highways.

ACTION: Clerk and Cllr Mulcahy to enquire as to status of the project

Cllrs noted the road painting near the Maybush junction. Cllr Mulcahy will investigate whether this is a public road or not.

2238

Cllr Reeves: Cllr Reeves noted he was involved in the emergency response to the Dunwich fires. He advised that the work being done was excellent and organised, and that the community involvement had been exemplary. He updated that it has now been stood down, and RSPB Minsmere will re-open tomorrow (not the affected area).

Cllr Nimmney updated on planning changes coming in October. He advises that the effects are that the planning committee will have reduced powers. He advised of a briefing for Town and Parishes on Wed 16 Sep – East Suffolk House – to explain the changes to expect in October.

Local Government Review – Judicial review has been submitted by SCC with a decision expected in September. ESC council has appointed responsible councillors to manage the transition.

Cllr Reid noted ESC officers from community partnerships visited the coffee morning to understand concerns of the village and Cllrs expressed concerns about the rural character of the area being recognised and catered for in a future town-centric authority after LGR

c. To RECEIVE updates on crime data from Suffolk Police
Cllrs noted.

4. To APPROVE the minutes of the Parish Council meeting held on 14 July 2026

Motion to **APPROVE** Minutes of 14 July 2026 - Proposed Cllr Gold; Seconded Cllr Quick – all in favour of those who were in attendance.

5. MATTERS for REPORT and to REVIEW ACTION POINTS from the minutes of previous meetings
– See separate list

ACTION POINTS

Litter collections – Clerk to write to ESC to address the nature of the bins in this location – **DONE**
– Email sent. See ITEM 9

Planning Scoping Questionnaire – Cllr Kay to respond on behalf of the Council by the deadline - **DONE**

Planning – Clerk and Cllr Elliot to write to ESC Head of Planning, copying in case officers. – **DONE** –
Response was that there were no anomalies.

Playing field repairs – Clerk to produce notice for the day and send notice to Waldringfielders. – **DONE**
– Repairs now complete. See ITEM 7a

Community Grants – Clerk to advise GW, and process the grant – **DONE** – See ITEM 8a

Payments – BACS payments to be approved by Cllrs Kay and Elliot - **DONE**

Speed Humps – Clerk to report as agreed with Highways and Cllr Mulcahy – **DONE** – See Item 10;
Clerk to purchase 30mph signage - **DONE**.

6. a. To CONSIDER Planning Applications for COMMENTS:

The Planning Sub-Committee's reports was circulated to councillors with the supporting documents. This was displayed on screen.

a.i) DC/26/2325/ARM - Approval of Reserved Matters for a Primary Substation including access and landscaping and compliance with Conditions 10; 13; 17; 30a; 32; of DC/24/2810/VOC (Variation of DC/23/3984/VOC; original application DC/17/1435/OUT) Brightwell Lakes - Land To The South And East Of Adastral Park, Martlesham, Suffolk, - Planning Officer D Miller; Deadline 13 August 2026

Cllr Gold discussed the application and explained it is the proposal for a new sub-station. The associated drawings noted in the report were displayed on screen for Cllrs to view.

Summary of concerns raised include the size of the footprint is very large, its prominent position, its highly industrial/brutal design, concern regarding the need for planned irrigation for the new planting,

2239

the loss of previously agreed employment land, the bridleway not noted on any of the drawings, and that the trees on the road verge indicated were removed. Cllrs also noted the proximity to the café and adjoining land.

Motion to respond noting the concerns noted above – Proposed Cllr Gold; Seconded Cllr Reid – all in favour

a.ii) DC/26/2326/ARM - Approval of Reserved Matters for Phase 2a Infrastructure works (Highways and Drainage) and compliance with Conditions 10; 13; 17; 30a; 32 of DC/24/2810/VOC (Variation of DC/23/3984/VOC; original application DC/17/1435/OUT) Brightwell Lakes Land To The South And East Of Adastral Park, Martlesham, Suffolk, - Planning Officer D Miller; Deadline 13 August 2026

Cllr Gold indicated that this is the expansion of the Boulevard. It is on the outline planning application. It was noted that Martlesham PC have already outlined concerns regarding pedestrian and cycle safety, and Cllr Gold supported the concerns raised in particular in the vicinity of the school. Cllrs noted the lighting plan.

Motion to support the concerns raised MPC – Proposed Cllr Forsdike, Seconded Cllr Quick – all in favour

a.iii) DC/26/2486/FUL - Oil tank - Starboard Ho, Sandy Lane, Waldringfield, Woodbridge, Suffolk IP12 4QY – Planning Officer – L Whitnell; deadline 17 August 2026

Cllrs Gold and Elliot visited the site and are satisfied that it cannot be seen. No other concerns with the application were raised.

Motion to provide NO COMMENT response – Proposed Cllr Gold, Seconded Cllr Reid – all in favour

b. To MAKE ARRANGEMENTS to deal with applications received after publication of this agenda.
none

c. To NOTE any application decisions received – see separate list
Cllrs noted

d. To RECEIVE any other Planning information

7. a. To RECEIVE the Playing Field Inspection Report

Cllr Forsdike presented his report. Noted issues – Cllr Forsdike to propose remedies.

Mound Repairs completed. Cllr Forsdike to secure some mulch to combined with earth due to the exceedingly dry conditions. Cllrs discussed thanks for the volunteers. Agreed to send card around for personal signatures. Cllr Forsdike to circulate.

ACTION: Cllr Forsdike to circulate thank you card.

b. To RECEIVE UPDATE on the proposal for a memorial picnic table on the playing field
Cllr Forsdike updated Council, and a report was viewed on screen.

Cllrs discussed at length various aspects of design and agreed a hexagon table and in a green colour.

Cllr Forsdike reviewed on screen the various proposed locations on the playing field. Following discussion, Cllrs agreed on the location indicated.

2240

Cllrs discussed the installation options and councillors agreed this should be a concrete base installation. Cllrs further discussed that the process should be taken to tender for the work. Clerk to secure quotations for laying the base for the installation.

Motion to agree to the above decisions: Proposed; Cllr Gold; Seconded Cllr Quick – all in favour

ACTION Clerk and Cllr Forsdike to prepare a tender for work; Cllr Forsdike and Elliot to update family.

8. CLERK AND RFO REPORT

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

Motion to **APPROVE** list of payments – Proposed Cllr Reid; Seconded Cllr Forsdike – all in favour

Cllr Gold reviewed and signed the invoices.

ACTION: BACS payments to be approved by Cllrs Reid and Elliot

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

Motion to **APPROVE** bank reconciliation and financial reports – Proposed Cllr Gold; Seconded Cllr Reid – all in favour

Cllr Gold undertook an independent review of the bank reconciliation.

9. **a. To RECEIVE UPDATES and DISCUSS public litter provision in the village**

Cllrs opined that the removal of the bins on the Sailing Clun and Maybush car parks will likely lead to an increase in public litter. Cllrs expressed a preference for the bins to remain in place for the time being, while consultations and a review are undertaken. Cllrs requested that the process for obtaining a public bin provision in or around the area be investigated. Cllrs also opined that it is a complex mix of visitors to the beach (public users, visiting yachtsman, footpath users, beach hut owners), that is not easily managed in the one location.

Cllrs requested the Clerk write to ESC that the PC is concerned that the allocated public provision is not sufficient or adequately placed to respond to the full public need in the area and that the new proposed provision is a large departure from established norms (for over 15 years), and that any change to the provision needs to be discussed further and that in the meantime ESC should keep the car park bins in place. Cllrs further noted that the car park is a public paid use car park.

ACTION - Clerk to write to ESC

10. **To RECEIVE updates/reports on public rights of way, verges and road safety matters**

Clerk updated the Council on the response from Highways regarding the speed humps, and Cllr Mulcahy addressed this in her remarks.

Cllr Quick advised a resident contacted her with concerns regarding the amount of hemlock growing on the footpaths.

ACTION - Clerk to write to the PROW officer requesting what the process would be to address this type of vegetation.

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

Cllr Reid noted the email advising of the Suffolk policing team attending various locations on the Deben.

Cllr Quick – noted signage from Wildlife Wise that is being placed in other Suffolk areas – Cllrs agreed to discuss at the next meeting.

12. **PARISH MATTERS** for the next meeting.

Wildlife Wise area signage (ESC)

Practical considerations and budget for the bench

Meeting closed at 21:26 pm

ACTION POINTS

Footpaths/PROW - Clerk to write to the PROW officer requesting what the process would be to address this type of vegetation.

Public Litter bins - Clerk to write to ESC regarding retention of the bins for a period of time.

Payments: BACS payments to be approved by Cllrs Reid and Elliot

Memorial Bench Clerk and Cllr Forsdike to prepare a tender for work; Cllr Forsdike and Elliot to update family.

Playing field repairs: Cllr Forsdike to circulate thank you card.

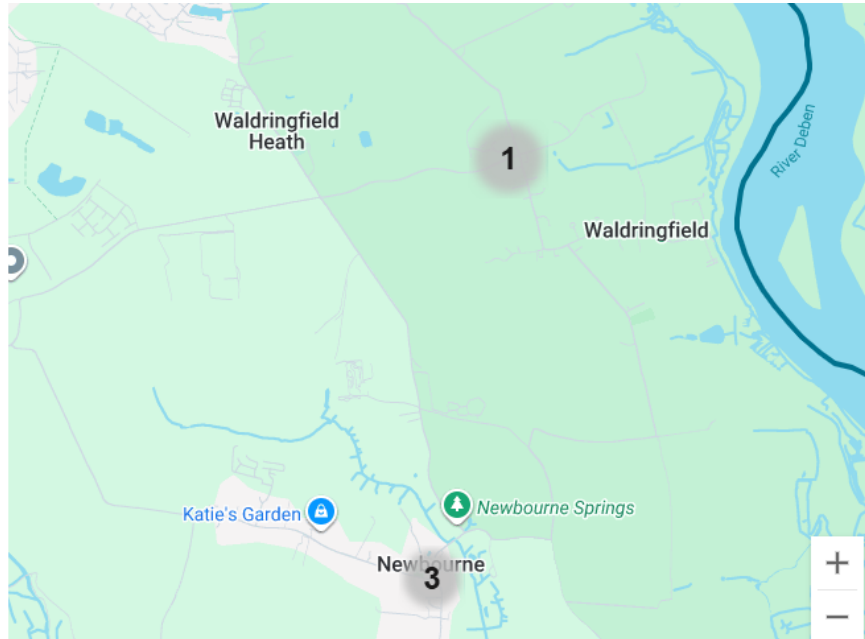
Planning: Clerk to respond to planning applications by deadlines

Eureka footpath repair: Clerk and Cllr Mulcahy to enquire as to status of the project

SUPPORTING DOCUMENTS AUGUST

ITEM 3

3. **b.** To **RECEIVE** reports County and District Councillors
MP's August newsletter was circulated to Councillors on 04.08.26 and is available on the website
- c.** To **RECEIVE** updates on crime data from Suffolk Police – June 2026



Waldringfield

1 x violence and sexual offences

Newbourne

2 x violence and sexual offences

1 x antisocial behaviour

ITEM 4

4. To **APPROVE** the Minutes the Parish Council Meeting held on 14 July 2026
Draft minutes were circulated to Councillors with the Agenda and are available on the website.

ITEM 5

5. **MATTERS for REPORT** from minutes of previous meetings – see separate list

ACTION POINTS

Litter collections – Clerk to write to ESC to address the nature of the bins in this location - **DONE**
Planning Scoping Questionnaire – Cllr Kay to respond on behalf of the Council by the deadline - **DONE**
Planning– Clerk and Cllr Elliot to write to ESC Head of Planning, copying in case officers. - **DONE**
Playing field repairs – Clerk to produce notice for the day and send notice to Waldringfielders. - **DONE**
Community Grants – Clerk to advise GW, and process the grant - **DONE**
Payments - BACS payments to be approved by Cllrs Kay and Elliot - **DONE**
Speed Humps – Clerk to report as agreed with Highways and Cllr Mulcahy – **DONE** – See Item 10; Clerk to purchase 30mph signage - **DONE**.

ITEM 6

6. a. To CONSIDER Planning Applications for COMMENTS:

The Planning Sub-Committee report is circulated with these documents.

a.i) DC/26/2325/ARM - Approval of Reserved Matters for a Primary Substation including access and landscaping and compliance with Conditions 10; 13; 17; 30a; 32; of DC/24/2810/VOC (Variation of DC/23/3984/VOC; original application DC/17/1435/OUT) Brightwell Lakes - Land To The South And East Of Adastral Park, Martlesham, Suffolk, - Planning Officer D Miller; Deadline 13 August 2026

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a.iii) DC/26/2486/FUL - Oil tank - Starboard Ho, Sandy Lane, Waldringfield, Woodbridge, Suffolk IP12 4QY – **Planning Officer – L Whitnell; deadline 17 August 2026**

b. To MAKE ARRANGEMENTS to deal with applications received after publication of this agenda.
None at time of circulation of these documents

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

Ref. No: DC/26/0031/FUL | Received date: Tue 06 Jan 2026 | Status: **Application Permitted** | Case

Type: Planning Application

Extension to existing garage/annexe building and formation of a new vehicular access (existing 2 number accesses to be sealed). - Waldringfield Lodge Sandy Lane Waldringfield Woodbridge Suffolk IP12 4QY

d. To RECEIVE any other planning information

Nothing to circulate

ITEM 7

7. a. To RECEIVE the Playing Field Inspection Report

The playing field inspection report was circulated with these documents and available on the website

b. To RECEIVE UPDATE on the proposal for a memorial picnic table on the playing field

The working group report will be circulated and available on the website once finalised.

ITEM 8

8. **CLERK AND RFO REPORT**

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

Waldringfield Parish Council

PAYMENTS LIST

Waldringfield Parish Council									
PAYMENTS LIST									
Vou	Code	Date	Bank	Description	Supplier		Net	VAT	Total
34	Repairs/Maintenance	03/08/2026	Unity Trust Bank	Play Equipment Repairs	Wicks Building Supp	S	195.37	39.08	234.45
35	Accounting, Website & Co	03/08/2026	Unity Trust Bank	Google Storage	Google Commerce	S	1.33	0.26	1.59
36	Repairs/Maintenance	03/08/2026	Unity Trust Bank	Replacement Repeater	Start Safety Ltd	S	69.51	13.90	83.41
37	Grass cutting (field)	03/08/2026	Unity Trust Bank	Grass-cutting -field	SCL Landscape Ma	S	60.00	12.00	72.00
38	Community Grants Fund	03/08/2026	Unity Trust Bank	Grant s137/72 or s19 M/	Greener Waldringfi	X	200.00		200.00
42	Audit	10/08/2026	Unity Trust Bank	Audit Fee	PFK Littlejohn LLP	S	210.00	42.00	252.00
39	Salaries	28/08/2026	Unity Trust Bank	Salary	Jennifer Shone-Trit	X	797.18		797.18
40	PAYE/NI	28/08/2026	Unity Trust Bank	PAYE & NI	HMRC	X	57.03		57.03
41	Accounting, Website & Co	31/08/2026	Unity Trust Bank	Banking service charge	Unity Trust Bank	X	7.00		7.00
Total							1,597.42	107.24	1,704.66

Waldringfield Parish Council

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

Waldringfield Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/07/2026		
	Cash in Hand 01/04/2026		25,400.66
	ADD Receipts 01/04/2026 - 31/07/2026		11,319.76
	SUBTRACT Payments 01/04/2026 - 31/07/2026		36,720.42 7,088.82
	Cash in Hand 31/07/2026 (per Cash Book)		29,631.60
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2026	0.00	
	Suffolk Building Society 30/04/2026	8,808.80	
	Unity Trust Bank 31/07/2026	20,822.80	
			29,631.60
	Less unrepresented payments		
			29,631.60
	Plus unrepresented receipts		
B	Adjusted Bank Balance		29,631.60
	A = B Checks out OK		

Waldringfield Parish Council

COST CENTER TO BUDGET

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	21,651.80	10,825.90	-10,825.90				-10,825.90	(-50%)
31 SCC Footpaths Grant	328.80		-328.80				-328.80	(-100%)
36 Bank Interest	200.00		-200.00				-200.00	(-100%)
37 Grants and Donations	150.00		-150.00				-150.00	(-100%)
38 Advertising income	200.00	78.00	-122.00				-122.00	(-61%)
44 CIL Funds		42.98	42.98				42.98	(N/A)
49 VAT Refund								(N/A)
SUB TOTAL	22,530.60	10,946.88	-11,583.72				-11,583.72	(-51%)

B - Administration

Code Title	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1 Salaries				8,900.00	4,150.35	4,749.65	4,749.65	(53%)
2 PAYE/NI				600.00	356.97	243.03	243.03	(40%)
3 Clerk/Office Expenses				170.60	30.65	139.95	139.95	(82%)
4 Post and telephone				50.00		50.00	50.00	(100%)
5 Newsletter re 1972 LGA s1				950.00	185.00	765.00	765.00	(80%)
6 Village Hall hire				370.00	330.00	40.00	40.00	(10%)
7 Insurance				700.00		700.00	700.00	(100%)
8 Professional Memberships				700.00	268.13	431.87	431.87	(61%)
9 Audit				475.00	245.00	230.00	230.00	(48%)
10 Chairman's Allowance				50.00		50.00	50.00	(100%)
11 Training				360.00		360.00	360.00	(100%)
40 Accounting, Website & Co				1,600.00	41.65	1,558.35	1,558.35	(97%)
48 Warm Welcome				680.00	342.38	337.62	337.62	(49%)
50 Professional Services				600.00		600.00	600.00	(100%)
SUB TOTAL				16,205.60	5,950.13	10,255.47	10,255.47	(63%)

C - Playing Field/Recreation

Code Title	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
14 Grass cutting (field)				1,000.00	420.00	580.00	580.00	(58%)
16 Repairs/Maintenance				2,500.00	506.43	1,993.57	1,993.57	(79%)
17 Footpath Maintenance				450.00		450.00	450.00	(100%)
SUB TOTAL				3,950.00	926.43	3,023.57	3,023.57	(76%)

D - Grants - s137/72 & s19

Code Title	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
21 Community Grants Fund				2,375.00	1,475.00	900.00	900.00	(37%)
SUB TOTAL				2,375.00	1,475.00	900.00	900.00	(37%)

Summary

NET TOTAL	22,530.60	10,946.88	-11,583.72	22,530.60	8,351.56	14,179.04	2,595.32
V.A.T.		372.88			189.92		
GROSS TOTAL		11,319.76			8,541.48		

Waldringfield Parish Council

Waldringfield Parish Council		CASH FLOW STATEMENT				
		30.06.26		31.07.26		31.08.26
OPERATING ACCOUNT	JULY		AUGUST		SEPTEMBER	
Unity Trust						
	EXPECTED	ACTUAL	EXPECTED	ACTUAL	EXPECTED	ACTUAL
CASH ON HAND (beginning of month)	£22,035.12	£22,035.12	£20,822.80	£20,822.80	£19,370.14	
CASH RECEIPTS						
Grants						
ESC Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SCC Locality Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Other						
Precept	£0.00	£0.00	£0.00	£0.00	£10,825.90	£0.00
CIL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Advertising	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
ESC Footpath Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VAT Refund	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mound grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
TOTAL CASH RECEIPTS	£0.00	£0.00	£0.00	£0.00	£10,825.90	£0.00
CASH POSITION (before cash out)	£22,035.12	£22,035.12	£20,822.80	£20,822.80	£30,196.04	£0.00
CASH PAID OUT						
Administration						
Salaries	£854.21	£854.21	£854.21	£0.00	£854.21	£0.00
Newsletter	£0.00	£0.00	£0.00	£0.00	£180.00	£0.00
Insurance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Hall Hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Training	£0.00	£0.00	£0.00	£0.00	£60.00	£0.00
Post/Telephone	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Memberships	£0.00	£0.00	£0.00	£0.00	£45.00	£0.00
Other / Office	£14.00	£14.00	£0.00	£0.00	£0.00	£0.00
Website/Accounting	£8.33	£8.33	£8.33	£0.00	£197.33	£0.00
Playing Fields and maintenance						
Grass Cutting	£120.00	£120.00	£60.00	£0.00	£120.00	£0.00
Repairs and maint'ce	£159.60	£159.60	£264.88	£0.00	£0.00	£0.00
Footpath cutting	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Grants						
Church Field Trust	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Village Hall	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
General Grants	£0.00	£0.00	£200.00	£0.00	£0.00	£0.00
WWG Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
WPCC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Wildlife Group	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Projects expenses						
Warm Welcome	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VAT	£56.18	£56.18	£65.24	£0.00	£0.00	£0.00
SUBTOTAL	£1,212.32	£1,212.32	£1,452.66	£0.00	£1,456.54	£0.00
TOTAL CASH PAID OUT	£1,212.32	£1,212.32	£1,452.66	£0.00	£1,456.54	£0.00
CASH POSITION (end of month)	£20,822.80	£20,822.80	£19,370.14	£20,822.80	£28,739.50	£0.00
SUMMARY of ALL CASH						
Unity	£20,822.80	£20,822.80	£19,370.14	£20,822.80	£28,739.50	£0.00
IBS	£8,808.80	£8,808.80	£8,808.80	£8,808.80	£8,808.80	£8,808.80
Total cash position	£29,631.60	£29,631.60	£28,178.94	£29,631.60	£37,548.30	£8,808.80

ITEM 9

9. a. To RECEIVE UPDATES and DISCUSS public litter provision in the village

WPC has received an email statement provided to a reporter on the issue of the WSC bins. This was circulated to Councillors, and available in the supporting documents. ESC have also confirmed on 04.08.26 that they will be removing these bins, and that the public waste provision is in the enclosure on the beach.

ITEM 10

10. To RECEIVE updates/reports on public rights of way, verges and road safety matters

Clerk wrote to Highways and submitted a detailed report through the Highways reporting tool on the status of the speed humps. We received their reply:

We have investigated your report and after careful assessment, this matter is not currently considered to meet our safety intervention criteria for immediate action. Whilst we would like to resolve every highway concern reported to us, we must prioritise what we are able to do.

Some reports may be considered for future programmes of work, even if they do not meet the criteria for immediate action. Examples include non-priority issues such as missing or fallen directional or information signs, noisy highway authority-owned covers, and certain road markings. Such sites will be added to a county-wide list across Suffolk and will be prioritised for action as and when funding becomes available.

We regularly undertake routine safety inspections to identify defects using the council's published criteria which is based on the severity of the issue, location and road type. You can view in detail our [Highways Maintenance Operational Plan](#).

Examples of defects that do meet our repair criteria include:

- **Potholes:** 40mm+ deep
- **Footway defects:** 20mm+ deep holes or 20mm+ high trips
- **Road signs:** Priority is given to missing/obstructed mandatory signs, warning signs and regulatory signs
- **Road markings:** Priority and safety markings, including yellow parking lines

If you notice that the matter you have reported worsens and you believe that it may fall within our criteria for repair, please let us know and we will re-inspect.

ITEM 11

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

General Correspondence circulated to Councillors

East Suffolk Tree Strategy - Consultation: Draft East Suffolk Tree & Hedgerow Strategy 13.07.26

The Rural Services Network Your Free RSN Weekly Newsletter - 8 July 2026

East Suffolk Planning Policy Preparing a new Local Plan in East Suffolk 08.07.26

National Association of Local Councils Chief executive's bulletin - 9 July 2026

Anglia Water - Temporary Use Ban (hosepipe ban) across the East of England 10.07.26

Society of Local Council Clerks SLCC Weekly News Digest - 13/07/2026

National Association of Local Councils NALC events 13.07.26

Society of Local Council Clerks News Bulletin - 15 July 2026

Suffolk Association of Local Councils Why Proactive Reviews are Key to Council Success 15.07.26

Suffolk Association of Local Councils Your Free RSN Weekly Newsletter - 15 July 2026

Parish Online - Newsletter #67 15.07.26

National Association of Local Councils Chief executive's bulletin - 16 July 2026

Waldringfield Parish Council

Riddell-Carpenter, Jenny MP - Better Buses for Suffolk Coastal - Parish Council Survey 20.07.26
Suffolk Association of Local Councils SALC Locum Service Register 20.07.26
Suffolk Association of Local Councils NEWS BULLETIN - 20th July 2026
Society of Local Council Clerks SLCC Weekly News Digest - 20/07/2026
National Association of Local Councils NALC events 21.07.26
Suffolk Association of Local Councils SALC training bulletin 21st July 2026
Suffolk Association of Local Councils Star Council Awards 2026/27 – Young Councillor of the Year 22.07.26
The Rural Services Network Your Free RSN Weekly Newsletter - 22 July 2026
National Association of Local Councils Chief executive's bulletin - 23 July 2026
Suffolk Association of Local Councils SALC SUPER FORUM - Local Government Reorganisation - what are the next steps - 17th September 2026 24.07.26
Suffolk Association of Local Councils NEWS BULLETIN - 27th July 2026
Society of Local Council Clerks SLCC Weekly News Digest - 27/07/2026
Suffolk Preservation Society - Neighbourhood Planning Online Workshop - Saturday 19th September at 10am 27.07.26
Suffolk Association of Local Councils - SALC training bulletin 28th July 2026
Star Council Awards 2026/27 – Climate Response of the Year 28.07.26
National Association of Local Councils Chief executive's bulletin - 30 July 2026
Society of Local Council Clerks News Bulletin - 30 July 2026
The Rural Services Network Your Free RSN Weekly Newsletter - 30 July 2026
East Suffolk Tree Strategy Reminder: Draft East Suffolk Tree & Hedgerow Strategy Consultation 30.07.26
Suffolk Constabulary - Rural, Wildlife and Heritage Crime Team and Wildlife Wise Team Up for River Deben Patrol 31.07.26
Sizewell C - Sizewell C construction update 31.07.26
Deben Estuary Partnership - Summer 2026 Newsletter 31.07.26
Suffolk Association of Local Councils NEWS BULLETIN - 3rd August 2026
Society of Local Council Clerks SLCC Weekly News Digest - 03/08/2026
National Association of Local Councils NALC events 04.08.26
East Suffolk Council - LAUNCHED TODAY: East Suffolk events and training 29.07.26
East Suffolk Community Partnership - Forum Registration Open 04.08.26
Suffolk Association of Local Councils SALC training bulletin 4th August 2026
