# Waldringfield Parish Council

**Parish Clerk: Jennifer Shone-Tribley**
**Low Farm, Ipswich Road, Waldringfield, Woodbridge, Suffolk IP12 4QU**
**Email: clerk@waldringfieldparishcouncil.gov.uk**
**Telephone: 01473 902652**
**Website: www.waldringfieldparishcouncil.gov.uk**

04 March 2026

Dear Councillors,

You are hereby summoned to the Waldringfield Parish Council Meeting to be held on Tuesday 10 March 2026 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,

J. Shone-Tribley

Jennifer Shone-Tribley, Parish Clerk

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## WALDRINGFIELD PARISH COUNCIL MEETING
## TUESDAY 10 MARCH 2026
## 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.** **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.** The **RECEIVE** updates on crime data from Suffolk Police.

**4.** To **APPROVE** the minutes of the Extraordinary Parish Council meeting held on **10 February 26**

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

**6.** **a.** To **CONSIDER** Planning Applications for **COMMENTS:**
**a.i) DC/26/0281/FUL -** Proposal for 6 dwellings with garages and associated access – Land Adjacent To Mill Road, Waldringfield – **Planning Officer N Hiskey - deadline 13 March 2026**
**a.ii) DC/26/0648/TPO** - TPO No. 262 / 2016 - 1no. Oak (T1 on Order) - Undertake construction shown in document reference 'S265278/01 REVISION 04' - Eureka, Cliff Road, Waldringfield, Suffolk – **Planning Officer F Saunders; Deadline 13 March 2026**
**a.**iii) **DC/26/0649/FUL** - Front addition to form hall extension, boot room under existing roof line and detached cartlodge - Riffhams, Cliff Road, Waldringfield, Woodbridge, Suffolk IP12 4QL – **Planning Officer - L Whitnell; Deadline 17 March 2026**
**b.** To **MAKE ARRANGEMENTS** to deal with applications received after publication of this agenda.
**c.** To **NOTE** any application decisions received – see separate list
**d.** To **RECEIVE** any other planning information

**7.** To **RECEIVE** the Playing Field Inspection report

**8.** To **RECEIVE** updates from Biodiversity Coordinator

**9.** To **RECEIVE** updates on the Warm Welcome provision

**10.** **CLERK AND RFO REPORT**
**a.** To **CONSIDER and APPROVE** Community Grant request
**b.** To **CONSIDER** and **APPROVE** Draft WPC Annual Risk Assessment and Management Review and Draft Internal Controls Statement 2026
**c.** To **CONSIDER** and **APPROVE** Footpath cutting proposal 2026

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

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

**f.** To **DISCUSS** Annual Parish Meeting

**11**. To **CONSIDER** and **APPROVE** Council Policies:
***Draft WPC IT Policy v2026; Draft WPC Website Accessibility Statement v2026***

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

**b**. To **REVIEW** and **CONSIDER** recommendations from Residents meeting regarding verges

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

**14.** **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.**

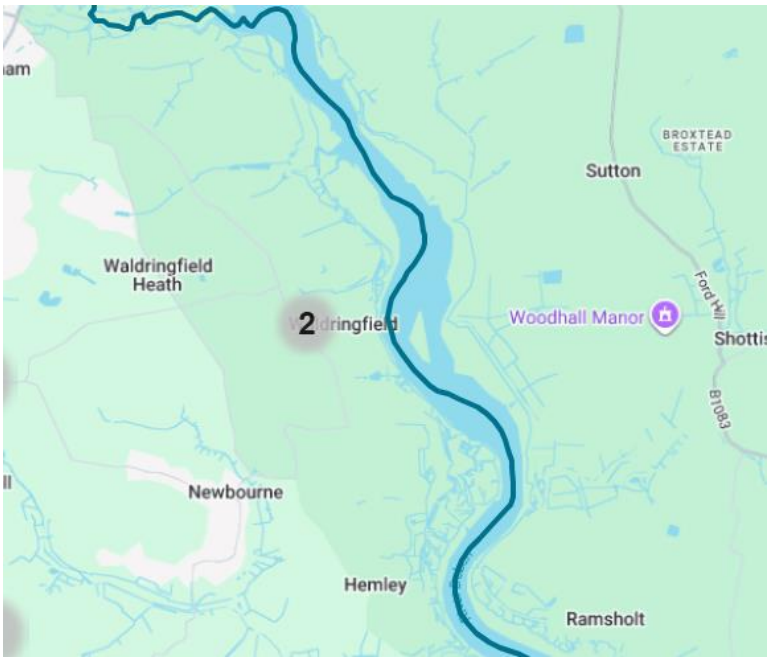
# Waldringfield Parish Council

## SUPPORTING DOCUMENTS MARCH

## ITEM 3

**3.** **b.** To **RECEIVE** reports County and District Councillors
District councillors' report circulated to Councillors on 02 Mar 206 – and is available on the website.

**c.** To **RECEIVE** updates on crime data from Suffolk Police – January 2026




**Waldringfield:**
2 x violence and sexual offences

## ITEM 4

**4.** To **APPROVE** the Minutes the Parish Council Meeting held on 10 February 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**

**Public enquiries**: Clerk to send Grants Policy to WSC - DONE
**Audit**: Clerk to organise Internal audit and management review - DONE
**Personnel**: Cllr Kay and Elliot to arrange annual performance review for Clerk – in Process
**Planning:** Clerk to respond to applications by deadline – DONE; Cllrs Kay and Elliot to respond to TW regarding Item 6b DONE; Cllr Kay to draft and circulate response to NPPF consultation for approval and submit by deadline – in process
**Playing field:** Cllr Forsdike to secure replacement fencing within budget – in process; Clerk to draft agreement for review with Cllr Forsdike and provision to WWG - DONE
**BACS payments:** to be approved by Cllrs Kay and Elliot DONE
**Tree Work:** Clerk to engage contractor to undertake crown reduction of T3 - DONE

## ITEM 6

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

**a.i) DC/26/0281/FUL -** Proposal for 6 dwellings with garages and associated access – Land Adjacent To Mill Road, Waldringfield – **Planning Officer N Hiskey - deadline 13 March.**
Letter circulated to councillors on 21.02.26 from residents.
Extract from Interim Housing Position Statement from ESC circulated with these documents
Planning Working Group Report circulated with these documents
Tree Warden comments circulated with these documents.

**a.ii) DC/26/0648/TPO** - TPO No. 262 / 2016 - 1no. Oak (T1 on Order) - Undertake construction shown in document reference 'S265278/01 REVISION 04' - Eureka, Cliff Road, Waldringfield, Suffolk – **Planning Officer F Saunders; Deadline 13 March 2026**
Tree Warden comments: The application seems very thoroughly prepared and it sounds like they will be taking good care of the tree, so it should help it to grow on into the future!

**a.iii) DC/26/0649/FUL** - Front addition to form hall extension, boot room under existing roof line and detached cartlodge - Riffhams, Cliff Road, Waldringfield, Woodbridge, Suffolk IP12 4QL – **Planning Officer - L Whitnell; Deadline 17 March 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
**DC/24/0796/DRC** | Received date: Mon 04 Mar 2024 | Status: **Application Permitted** | Case Type: Planning Application

Discharge of Condition Nos. 12, 13 and 14 of DC/22/3703/FUL - Erection of dwellinghouse with associated highways access & landscaping (relating to extant outline permission DC/19/2695/OUT - permitted 6 September 2019) - 12. storage and presentation for collection/emptying of refuse and recycling bins, 13. Means to prevent the discharge of surface water from the development onto the highway, 14. Landscape design - Land Rear Of Japonica Cottage Deben Lane Waldringfield Suffolk IP12 4QN

**DC/23/4582/FUL** | Received date: Tue 28 Nov 2023 | Status: **Application Permitted** | Case Type: Planning Application

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 Woodbridge Suffolk IP12 4PT

**d.** To **RECEIVE** any other planning information
Nothing to circulate

## ITEM 7

**7.** **a.** To **RECEIVE** the Playing Field Inspection report

Clerk advises that the photos of the installed plaque were sent to the funders to confirm it was installed. Clerk also provided feedback as to the design of the new plaques which was very well received.

Report below. Following pictures are also included:

# MONTHLY CHECKS OF WALDRINGFIELD PLAYING FIELD

| | | Comment<br>✓ = satisfactory |
|---|---|---|
| **Access:** | Are all access routes safe & unobstructed? | Yes |
| **Signs:** | Are signs in appropriate position & in good condition? | Yes & cleaned & Secured |
| **Gates:** | Are gates functional & free from obstruction & in good repair? | Yes & cleaned |
| **Fencing** | Is all fencing in good condition? | No, as previously reported section adajacent South needs replacing |
| **Seating:** | Is seating safe & in good condition? Are any nuts, bolts/screws out of position? | Yes & cleaned |
| **Bins:** | Check that bins (3) are being emptied. Pick up rubbish from playing field. | Yes & Cleaned |
| **Pathways:** | Are pathways clear and safe? | Yes |
| **See-saw:** | Is see-saw structure intact? Is safety surface in good condition? Do the stops prevent excessive up & down movement? Are any nuts, bolts out of position? | Yes & Cleaned on contact Surfaces |
| **Swings: infant & Junior** | Is seating intact? Are chains intact? Do swings work normally?<br>Is safety surface in good condition? Are any nuts, bolts or screws out of position? | Yes Minimal wear. & seats Cleaned |
| **Basket Swing** | | Yes |
| **Slide/Rope Bridge** | Is surface free from irregularities? Is landing area free from obstruction?<br>Is safety surface intact? Is access safe? | Yes & Tunnel entrance Cleaned |
| **Parallel Bars:** | Check condition of safety surface and structure. | Yes |
| **Goal Posts:** | Are goal posts firm in the ground? Is ground level around the posts? | Yes |
| **Stepping Snake:** | Check for any splits or rot and looseness of wooden posts. | OK |
| **Train:** | Check for any splits or rot and security of items. | OK |
| **Mound/Walkway** | Are surfaces generally safe & secure? | Yes |
| **Roundabout:** | Check that rotation is smooth and gap round platform is even. | Yes & cleaned |
| **Climbing Net:** | Check that ropes are not excessive slack or connectors loose.. | OK |
| **Whole Site:** | Sweep safety surfaces and scrub if necessary. . Check that all metal paintwork/galvanising is in reasonable condition.<br>Check site generally for dangerous litter, excavations etc.<br>Check that trees and shrubs do not present any danger or have loose branches, trim or retie any loose growth. | The south boundary cherry tree has been pruned. |
| **Additional items** | N/A | |

## ITEM 8

**8.** To **RECEIVE** updates from Biodiversity Coordinator
Nothing to circulate

## ITEM 9

**9.** To **RECEIVE** updates on the Warm Welcome provision
Nothing to circulate

## ITEM 10

**10. CLERK AND RFO REPORT**

**a.** To **CONSIDER and APPROVE** Community Grant request
Grant request circulated to Councillors with these documents.

**b.** To **CONSIDER** and **APPROVE** Draft WPC Annual Risk Assessment and Management Review and Draft Internal Controls Statement 2026
**Draft WPC Annual Risk Assessment and Management Review v2026** circulated with these documents
**Draft Internal Controls Statement 2026** circulated to Councillors with these documents.

**c.** To **CONSIDER** and **APPROVE** Footpath cutting proposal 2026
Suffolk County Council has provided a proposal for the footpath cutting in 2026. They contract the cutting of paths to the Parish Council, with compensation on agreed terms for these undertakings. The proposal from SCC does not propose an increase in compensation from last year. The costs are slightly over the compensation offered, however, this allows the Council control over the two cuts and permits, where necessary, a third cut. Figures for last year:
Grant - £328.80
Invoice - £380.10

Our current contractors are happy to continue this year. Below are the paths PROW will compensate the Council for – for 2 cuts per year:

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

PAYMENTS LIST

**Waldringfield Parish Council**

**PAYMENTS LIST**

| Vouch | Code | Date | Bank | Description | Supplier | | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|
| 98 | Repairs/Maintenance | 02/03/2026 | Unity Trust Bank | Tree Surgery | Rosewood Trees ar | S | 375.00 | 75.00 | 450.00 |
| 99 | Accounting, Website & Comput | 02/03/2026 | Unity Trust Bank | Google Storage | Google Commerce | S | 1.33 | 0.26 | 1.59 |
| 102 | Salaries | 02/03/2026 | Unity Trust Bank | Salary | Jennifer Shone-Trit | X | 731.40 | | 731.40 |
| 103 | PAYE/NI | 02/03/2026 | Unity Trust Bank | PAYE & NI | HMRC | X | 47.16 | | 47.16 |
| 100 | Training | 02/03/2026 | Unity Trust Bank | Training | SALC | S | 66.00 | 13.20 | 79.20 |
| 101 | Accounting, Website & Comput | 02/03/2026 | Unity Trust Bank | Accounting Software Lic | Scribe 2000 Ltd | S | 372.00 | 74.40 | 446.40 |
| 104 | Accounting, Website & Comput | 02/03/2026 | Unity Trust Bank | Banking service charge | Unity Trust Bank | X | 7.00 | | 7.00 |
| 105 | Newsletter re 1972 LGA s142 | 03/03/2026 | Unity Trust Bank | Newsletter | Spingold Design & I | Z | 180.00 | | 180.00 |
| | | | | | **Total** | | **1,779.89** | **162.86** | **1,942.75** |

**e.** 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)*

| | | | | |
|---|---|---|---|---|
| | **Bank Reconciliation at 28/02/2026** | | | |
| | Cash in Hand 01/04/2025 | | | 27,982.01 |
| | **ADD**<br>Receipts 01/04/2025 - 28/02/2026 | | | 39,072.46 |
| | | | | 67,054.47 |
| | **SUBTRACT**<br>Payments 01/04/2025 - 28/02/2026 | | | 39,467.36 |
| **A** | **Cash in Hand 28/02/2026**<br>(per Cash Book) | | | **27,587.11** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 31/12/2025 | 0.00 | |
| | Suffolk Building Society | 28/02/2026 | 8,808.80 | |
| | Unity Trust Bank | 31/01/2026 | 18,778.31 | |
| | | | | **27,587.11** |
| | Less unpresented payments | | | |
| | | | | 27,587.11 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **27,587.11** |
| | **A = B Checks out OK** | | | |

COST CENTER TO BUDGET

## Waldringfield Parish Council
## Summary of Receipts and Payments

All Cost Centres and Codes

### A - Receipts

| | | Receipts | | | Payments | | | Net Position | |
|---|---|---|---|---|---|---|---|---|---|
| Code | Title | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Underfover spend | |
| 28 | Precept | 19,683.45 | 19,683.45 | | | | | | (0%) |
| 31 | SCC Footpaths Grant | 328.80 | 328.80 | | | | | | (0%) |
| 36 | Bank Interest | 200.00 | 222.89 | 22.89 | | | | 22.89 | (11%) |
| 37 | Grants and Donations | | 670.00 | 670.00 | | | | 670.00 | (N/A) |
| 38 | Advertising income | 159.00 | 345.60 | 186.60 | | | | 186.60 | (117%) |
| 44 | CIL Funds | 533.65 | 1,067.30 | 533.65 | | | | 533.65 | (100%) |
| 49 | VAT Refund | | | | | | | | (N/A) |
| | **SUB TOTAL** | **20,904.90** | **22,318.04** | **1,413.14** | | | | **1,413.14** | **(6%)** |

### B - Administration

| | | Receipts | | | Payments | | | Net Position | |
|---|---|---|---|---|---|---|---|---|---|
| Code | Title | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Underfover spend | |
| 1 | Salaries | | | | 8,795.00 | 8,818.20 | -23.20 | -23.20 | (-0%) |
| 2 | PAYE/NI | | | | 492.00 | 524.97 | -32.97 | -32.97 | (-6%) |
| 3 | Clerk/Office Expenses | | | | 78.75 | 111.66 | -32.91 | -32.91 | (-41%) |
| 4 | Post and telephone | | | | 26.25 | 0.87 | 25.38 | 25.38 | (96%) |
| 5 | Newsletter re 1972 LGA s1 | | | | 950.00 | 720.00 | 230.00 | 230.00 | (24%) |
| 6 | Village Hall hire | | | | 370.00 | 270.00 | 100.00 | 100.00 | (27%) |
| 7 | Insurance | | | | 472.50 | 620.74 | -148.24 | -148.24 | (-31%) |
| 8 | Professional Memberships | | | | 620.00 | 495.36 | 124.64 | 124.64 | (20%) |
| 9 | Audit | | | | 440.00 | 170.00 | 270.00 | 270.00 | (61%) |
| 10 | Chairman's Allowance | | | | 50.00 | | 50.00 | 50.00 | (100%) |
| 11 | Training | | | | 300.00 | 317.00 | -17.00 | -17.00 | (-5%) |
| 40 | Accounting, Website & Co | | | | 750.00 | 1,186.38 | -436.38 | -436.38 | (-58%) |
| 48 | Warm Welcome | | | | 670.00 | 642.78 | 27.22 | 27.22 | (4%) |
| 50 | Professional Services | | | | | 36.00 | -36.00 | -36.00 | (N/A) |
| | **SUB TOTAL** | | | | **14,014.50** | **13,913.96** | **100.54** | **100.54** | **(0%)** |

### C - Playing Field/Recreatic

| | | Receipts | | | Payments | | | Net Position | |
|---|---|---|---|---|---|---|---|---|---|
| Code | Title | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Underfover spend | |
| 14 | Grass cutting (field) | | | | 1,000.00 | 720.00 | 280.00 | 280.00 | (28%) |
| 16 | Repairs/Maintenance | | | | 2,500.00 | 1,274.85 | 1,225.15 | 1,225.15 | (49%) |
| 17 | Footpath Maintenance | | | | 393.75 | 380.10 | 13.65 | 13.65 | (3%) |
| 51 | Fort Project Budget | 12,279.00 | 12,279.00 | | 18,780.00 | 18,780.00 | | | (0%) |
| | **SUB TOTAL** | **12,279.00** | **12,279.00** | | **22,673.75** | **21,154.95** | **1,518.80** | **1,518.80** | **(4%)** |

### D - Grants - s137/72 & s19

| | | Receipts | | | Payments | | | Net Position | |
|---|---|---|---|---|---|---|---|---|---|
| Code | Title | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Underfover spend | |
| 21 | Community Grants Fund | | | | 2,125.00 | 1,825.00 | 300.00 | 300.00 | (14%) |
| | **SUB TOTAL** | | | | **2,125.00** | **1,825.00** | **300.00** | **300.00** | **(14%)** |

### Summary

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **NET TOTAL** | **33,183.90** | **34,597.04** | **1,413.14** | **38,813.25** | **36,893.91** | **1,919.34** | **3,332.48** |
| **V.A.T.** | | 4,475.42 | | | 4,516.20 | | |
| **GROSS TOTAL** | | **39,072.46** | | | **41,410.11** | | |

# Waldringfield Parish Council

| Waldringfield Parish Council | | | | CASH FLOW STATEMENT |
|---|---|---|---|---|
| | | 31.01.26 | | 28.02.26 |
| OPERATING ACCOUNT Unity Trust | FEBRUARY | | MARCH | |
| | EXPECTED | ACTUAL | EXPECTED | ACTUAL |
| CASH ON HAND (beginning of month) | £20,586.78 | £20,586.78 | £18,778.31 | £18,778.31 |
| | | | | |
| 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 | £0.00 | £0.00 |
| CIL | £0.00 | £0.00 | £0.00 | £0.00 |
| Advertising | £0.00 | £0.00 | £58.80 | £0.00 |
| ESC Footpath Grant | £0.00 | £0.00 | £0.00 | £0.00 |
| VAT Refund | £0.00 | £0.00 | £0.00 | £0.00 |
| Mound grants | £0.00 | £0.00 | £0.00 | £0.00 |
| TOTAL CASH RECEIPTS | £0.00 | £0.00 | £58.80 | £0.00 |
| | | | | |
| LABLE (before cash out) | £20,586.78 | £20,586.78 | £18,837.11 | £18,778.31 |
| | | | | |
| CASH PAID OUT | | | | |
| Administration | | | | |
| Salaries | £778.56 | £778.56 | £778.56 | £0.00 |
| Newsletter | £0.00 | £0.00 | £180.00 | £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 | £66.00 | £0.00 |
| Post/Telephone | £0.00 | £0.00 | £0.00 | £0.00 |
| Memberships | £47.00 | £47.00 | £0.00 | £0.00 |
| Other / Office | £19.98 | £19.98 | £0.00 | £0.00 |
| Website/Accounting | £7.33 | £7.33 | £380.33 | £0.00 |
| Playing Fields and maintenance | | | | |
| Grass Cutting | £0.00 | £0.00 | £0.00 | £0.00 |
| Repairs and maint'ce | £674.95 | £674.95 | £375.00 | £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 | | | | |
| Fort Project | £0.00 | £0.00 | £0.00 | £0.00 |
| Warm Welcome | £141.40 | £141.40 | £0.00 | £0.00 |
| VAT | £139.25 | £139.25 | £162.86 | £0.00 |
| SUBTOTAL | £1,808.47 | £1,808.47 | £1,942.75 | £0.00 |
| | | | | |
| TOTAL CASH PAID OUT | £1,808.47 | £1,808.47 | £1,942.75 | £0.00 |
| OSITION (end of month) | £18,778.31 | £18,778.31 | £16,894.36 | £18,778.31 |
| | | | | |
| SUMMARY of ALL CASH | | | | |
| Unity | £18,778.31 | £18,778.31 | £16,894.36 | £18,778.31 |
| IBS | £8,808.80 | £8,808.80 | £8,808.80 | £8,808.80 |
| | | | | |
| Total cash position | £27,587.11 | £27,587.11 | £25,703.16 | £27,587.11 |

**f.** To **DISCUSS** Annual Parish Meeting
Clerk reminds Cllrs that this is scheduled for Wednesday 22 April 2026 at 7.30pm. While not a PC meeting, Councillors are invited to attend to support the Clerk and Chair. Invitations have been sent to our District and Country councillors as well as our MP.

## ITEM 11

**11**. To **CONSIDER** and **APPROVE** Council Policies:
**Draft WPC IT Policy v2025**
**Draft WPC Website Accessibility Statement v2025**

Clerk also advises that a review of policies will be undertaken to ensure any contact details have been amended. This is administrative amendment only.

## ITEM 12

**12.** **a.** To **RECEIVE** updates/reports on public rights of way, verges and road safety matters
Clerk updates that SCC Highways has advised they will no longer be replacing repeater signs. They will replace "entrance" signs – where it is the entrance to a new speed limit. Clerk is making a case that the downed sign on Low Farm verge is an entrance sign – when the temporary 30 signs are removed. Is also making a case that the 30mph sign entering Newbourne Rd is an entrance sign. Sadly – Mill Rd and Newbourne Rd repeater signs on SID poles are unlikely to be replaced.

**b**. To **REVIEW** and **CONSIDER** recommendations from Residents meeting regarding verges
Deferred from last meeting – the following recommendations from a residents meeting are submitted to the Council for consideration. Full report circulated to Councillors with these documents.

There was a wide-ranging discussion following which I am forwarding these recommendations to the PC:

1. The PC is asking the services division of ESC for a full street sweeping of the village. This should help reveal the edge of the made-up carriageway and the extent of erosion and damage along and beyond its edge.

2. If the cleaning is not undertaken at an early date CR to arrange for volunteer clearing and tidying the verges in the lengths of School Rd and Cliff Rd that are alongside the Children's Playing Field. This will be organised under the PC's existing litter clear policy and risk assessment (high-viz, warning signs etc). I will ask for the collection of the largely organic debris by ESC.

3. The PC again asks Highways to repair and repaint the markings of the deteriorating road humps in the 20mph zone and the carriageway edges on either side of the humps.

4. The PC invites Highways to send an officer for an onsite review with a view to advising what can be done by Highways or by volunteers working under the Highways Community Self Help Scheme or by third parties to deal with the village verges and associated issues.

5. The PC calls for volunteers to undertake training with Suffolk Highways to enable Waldringfield to operate a Community Self Help Scheme see https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/community-self-help-scheme

6. Both SCC and ESC local councillors are kept informed. Both Waldringfield Wildlife Group and Waldringfield Gardeners are kept informed in view of their continuing work on planting in many of the verges.

7. An article about the verges should be arranged for the next Parish Newsletter

*Colin Reid*

## ITEM 13

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

**General Correspondence circulated to Councillors**

**National Association of Local Councils -** Chief executive's bulletin - 5 February 2026
**Suffolk Association of Local Councils** Buckingham Palace Garden Party 2026
**Felixstowe Community Partnership** - UK Town of Culture Competition 06.02.26
**East Suffolk Council and Joint Emergency Planning Unit (JEPU)** WEBINAR: Emergency Preparedness and Building Community Resilience 06.02.26
**Lidgate PC & Suffolk Parishes Road Safety Group** - Suffolk Parishes Road Safety Group - 06.02.26
**East Suffolk Planning** - February Town and Parish Forum Slides 11.02.26
**Society of Local Council Clerks** SLCC Weekly News Digest - 09/02/2026
**National Association of Local Councils** NALC events 10.02.26
**Sizewell C** News from the Sizewell C Community Fund team - February 2026 10.02.26
**Suffolk Association of Local Councils** NEWS BULLETIN - 9th February 2026
**Suffolk Association of Local Councils** SALC training bulletin 10th February 2026
**Suffolk & Essex Coast & Heaths National Landscape** All the latest from your National Landscape 10.02.26
**Rural Services Network** Your Free RSN Weekly Newsletter - 11 February 2026

**East Suffolk Planning -** East Suffolk Design Code Engagement Workshop – Invitation to Town and Parish Councils 13.02.26
**National Association of Local Councils** Chief executive's bulletin - 12 February 2026
**Society of Local Council Clerks** News Bulletin - 6 February 2026
**National Association of Local Councils** NALC events 17.02.26
**Society of Local Council Clerks** SLCC Weekly News Digest - 16/02/2026
**East Suffolk Council** - Marmot Engagement Workshops – East Suffolk 12.02.26
**Rural Services Network** Your Free RSN Weekly Newsletter - 18 February 2026
**Suffolk Association of Local Councils** New Blog: Planning Reforms Consultation 18.02.26
**ESCEP** - ENERGY PROJECTS MEETING FOR E.SUFFOLK TOWN & PARISH COUNCILS - THURSDAY 26 FEBRUARY, 6 FOR 6.30 PM, YOXFORD VILLAGE HALL, OLD HIGH ROAD, IP17 3HN 18.02.26
**National Association of Local Councils -** Chief executive's bulletin - 19 February 2026
**East Suffolk Council** - News from East Suffolk: Communities encouraged to choose sustainable transport with new grant scheme 19.02.26
**Society of Local Council Clerks** News Bulletin - 18 February 2026
**Suffolk Association of Local Councils** SALC East Suffolk area forum - 26th March 2026 20.02.26
**Suffolk Association of Local Councils** NEWS BULLETIN - 23rd February 2026
**Wegg, Kevin** Funding Opportunities 23 2 26
**Suffolk County Council** - Suffolk Highways – Town, Parish Council & Parish Meeting Survey 24.02.26
**Suffolk Association of Local Councils** Sustainable Transport - New Grant Scheme - East Suffolk Councils Only 24.02.26
**Suffok Constabulary** - Opportunity to quiz the PCC and Chief Constable [#624747284] 25.02.26
**Suffolk Association of Local Councils** SALC training bulletin 24th February 2026
**National Association of Local Councils** Star Council Awards 2025/26 winners announced! 25.02.26
**Rural Services Network** Your Free RSN Weekly Newsletter - 25 February 2026
**National Association of Local Councils** Chief executive's bulletin - 26 February 2026
**Suffolk Communities Foundation -** February news from Suffolk Community Foundation 26.02.26
**Sizewell C** - Community Forum Invitation March 26.02.26
**Community Action Suffolk -** CAS February Newsletter 26.02.26
**East Suffolk Communities Team -** RNLI Water Safety Information Session 03.03.26
**Suffolk Association of Local Councils** NEWS BULLETIN - 2nd March 2026
**Society of Local Council Clerks** SLCC Weekly News Digest - 02/03/2026
**National Association of Local Councils** NALC events 03.03.26
**East Suffolk Council** - water safety 03.03.26
**Suffolk Association of Local Councils** - SALC training bulletin 3rd March 2026
**Society of Local Council Clerks** NPPF Consultation 04.03.26
**Suffolk Association of Local Councils** NSIPs Bulletin - March 2026 04.03.26

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