



Minutes of the Parish Council Meeting held on Tuesday 09 September 2025

In attendance: Cllrs Kay, Gold, Forsdike, Quick, Elliot
ESC Ward Cllr Reeves

Members of the public: 8

Minutes: Clerk

Meeting opened: 19:31 pm

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1. To RECEIVE and APPROVE apologies for absence

Cllr Ramsay – planned holiday

Cllr Reid – Planned holiday

Motion to **APPROVE** apologies for absences - Proposed Cllr Kay; Seconded Cllr Quick – all in favour

2. a. To RECEIVE declarations of interest

Non-Pecuniary Interest – Cllr Gold – Item 6.a.i)

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

None received

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.

Chair reviewed the process for the public participation.

As Member of the public 2 and 5 indicated they wish to speak to Item 6.a.1, Cllr Gold left the meeting.

Member of the public 1 – noted to Council that the speed humps on Cliff Road need to be repainted – they are not visible. ACTION – Clerk to report to Highways

Member of the public 2 – identified themselves as the Applicant in DC/25/1104/25 Item 6.a.i.

They reviewed the history of the area. Printed pre-application documents were shared with councillors. They noted that Driftwood was placed at the back of the property by design. They state their development is a small house and it is a 2 bedroom house – that 2 rooms were not bedrooms. They advised that their pre-application advice from Suffolk Coastal that the design was complimented by ESC – and the pre application states it is not inappropriate. They concluded by stating the design was thoughtful and is meant to be complimentary to the local community – and that it is the same as several other homes on the Quay.

Member of the public 3 - Mr. Webber attended to re-iterate to council that he remains available to undertake small jobs in the village if required.

Member of the public 4 – attended regarding the planning application DC/25/1104/FUL (Item 6.a.i).

Advised they felt that most homes are to the rear of their properties, while this one is not. They opined that window to window distance is not within prescribed planning parameters, specifically to the Boathouse. In addition, proximity to the road (single track – 3m road), proximity to the Boathouse, and the height of roof is higher than surrounding properties.

Member of the public 6 - recommended a review of the CGI video made available to Councillors.

b. To RECEIVE reports County and District Councillors

Waldringfield Parish Council

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Cllr Reeves – Cllr Nimmney sends apologies. Congratulations were offered to organisers, as both Cllr Nimmney and Reeves attended the Tideline Exhibition on the 30th August.

Local Government Re-organisation: detailed cases (costed) are being prepared for 26th Sep submission. ESC is supporting the 3 authorities solution. Full council will be voting on 24th Sept. National Government will make decisions by January. 3 unitary case encompasses less population that government requires, which suggests that the 3 unitary case may be discounted as similar population numbers were rejected in Essex.

He discussed issues of missed bins during construction – and advised residents if this occurs in the future, to leave the bins out, as ESSL will re-attempt collections.

He also advised of issues in surrounding parishes reported to them regarding City Fibre works where debris was placed in ditches causing potential flooding issues.

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

4. **To APPROVE the minutes of the Extraordinary Parish Council meeting held on 28 August 2025**
Cllr Gold returned to the meeting.

No amendments received.

Motion to **APPROVE** Extraordinary Meeting Minutes of 28 August 2025 - Proposed Cllr Kay; Seconded Cllr Forsdike – 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

BACS payments: BACS payments to be approved by Cllr Elliot and Cllr Kay - **Done**

Warm Welcome provision: Clerk to book first sessions with VH and Cllr Elliot to advertise in the Newsletter - **Done**

Planning: Clerk to organise Extra-ordinary meeting to consider DC/25/1111/FUL – **Done**

Fort Re-development Project: Cllr Kay to develop an article for the newsletter - **Done**; Clerk to advise the Primary School - **Done**

BT End of landlines: Cllr Kay to draft article for the Newsletter highlighting the BT information – **Done**
Clerk to draft email to J Riddell-Carpenter, MP regarding the dismal mobile signal in the area – **in process.**

Fiber installation: Clerk to contact City Fibre to clarify questions – **Done**

Signage: Cllr Kay to arrange purchase 5-7 No Cycling signs – **Done**

Insurance Renewal: Clerk to pursue securing quotations - **Done**

King Charles III England Coast Path: Clerk to investigate the approvals of the length of the Waldringfield section – **Done**

Footpaths: Clerk to apply for waste bin at Fishpond Rd and Sandy Lane – **See Item 13b**

Planning Survey: Respond to survey email circulated by the Clerk - **Done**

Resident email: Clerk to respond to resident regarding Item 6 (28 Aug Agenda) - **Done**

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

ai) DC/25/1104/FUL - Construction of a two-bedroomed, two storey self-build dwellinghouse with integrated garage with increased curtilage, widening of existing access and associated works following demolition of existing dwelling - The Studio, The Quay, Waldringfield, Woodbridge, Suffolk IP12 4QZ –

Planning Officer – N Levitt; Deadline 17 September 2025

Cllr Gold left the meeting.

Cllr Elliot presented a report compiled by the planning working group, which on this occasion comprised of Cllr Kay & Cllr Elliot (Cllr Gold having identified herself as having a non-pecuniary interest in the application.)

She began outlining the WPC response to the application previously (April 2025). WPC had a holding objection regarding the following:

- WPC considered the proposed increased curtilage & mass of new development could result in a cramped form of development.
- WPC asked for further information and detail, in particular, a Landscape & Visual Impact Assessment to include an illustrative “street scene”, plus views of the existing Studio and the proposed development from critical viewpoints and
- WPC asked for a schedule of proposed materials, plus details of measures to be taken to minimise light spillage from internal and external lighting.

A new tranche of drawings have been provided for consultation by the WPC.

Initial observations by the planning group were that some of the previously submitted documents have been superseded, but new/revised versions are erroneously named the same as the originals causing confusion and misidentification.

The report identified a number of issues raised by the new documents which included the following. Documents were available on screen and also on A3 printed form for Councillors to review:

- **Red & Blue Lines** - on the revised documents, these appear to be contradictory. Examples provided included Document 004 Rev 1 Existing block plan and 100 Rev 1 Proposed site location and block plan (indicating side track and the Quay **within** the blue line); 101 Rev 1 Boundary Adjustment Plan and Landscape Plan show both side track and the Quay **outside** both blue and red boundary – which is contradictory.
- **101 Rev 1 Boundary Adjustment Plan** –the softer curving line is less harsh but it is difficult to see any significant reduction in the area included in the proposed curtilage of The Studio and no visible benefit to the remaining area of the front garden of Driftwood
- **103 Rev 1 Gd & Lgd Floor Plan** - Shape reflects 101 Rev 1 Boundary Adjustment Plan. Rear gravel patch now described as boat storage – was identified as a gravel area in original – more general information of planting included. It was noted this drawing contradicts the revised Arboricultural Report
- **200 Proposed Elevations Rev 2** – the extensive Exterior & Interior boundary treatment is now identified as brick wall, approx. 2.4M+ high, which the report suggests will have an impact on the amenity land/front garden of Driftwood. The height of the wall to facing The Quay will be approx 2.3M – this height of solid brick wall would appear to be unsympathetic in this informal, unadopted lane environment, nor are gaps for wildlife corridors identified. The drawings do not state the thickness of the brick wall or any additional strengthening. The walls are described as “Serpentine/Suffolk crinkle crankle wall”, however, the drawings show the exterior boundary walls as conventional straight walls.
- **200 Proposed Elevations Rev 2** - detail of the materials to be used are included however, details of the “special” glazing to reduce glare and light spillage mentioned in the original D & A statement are not included in this revision. No lighting plan has been submitted.
- **104 rev 1 – roof plan** shows a PV Array but no detail is provided. The planning group have found no details of the air sourced heating being referenced
- **Construction Management Plan** anomalies identified with red & blue boundaries make statements in this plan unclear. The planning report raised the issue that given the main

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construction materials/plant/trades vehicles etc there is a major issue re delivering/pouring the large amounts of ready mixed concrete associated with this build. It is not clear how is this is to be managed within the limited curtilage of The Studio site.

- **Construction Management Plan Para 5 Biodiversity & Tree Protection** – proposed tree protection around Tree T9 (Cat A tree) would restrict the width and therefore use of the track. The planning group recommended a TPO on T9
- **CGI Photos** – illustrated more clearly the overall design of the dwelling. The planning group considered that the design would be attractive in an appropriate setting but highlighted the narrowing of the enclosed space that would remain as a front garden to Driftwood; and the 2 enclosed parking areas to the front of the plot and adjacent to The Quay add further to the closed-in nature of this proposal which does not reflect the character of the area
- The report also listed the relevant planning policies

The applicant, Member of the public 2 – responded following report presentation that the red and blue line boundaries were recommended by the planning officer, but did not identify which of the conflicting documents reflected this recommendation. They also opined that the garden in front of Driftwood is adequate.

Having viewed the drawings, Cllrs discussed in detail all of the points raised in the report and by the applicants and were in agreement with the Report. Cllrs considered that the design of the build itself was attractive but not sympathetic to this location. Additional concerns were raised including the positioning of the new build immediately adjacent to The Quay and the difficulty in accessing the parking arrangements within the brick boundaries at right angles off a narrow, 3 metre access lane. Cllrs wished to give the applicant the opportunity to revisit the issues raised in the report which resulted in the following motion:

Motion to respond with a **HOLDING OBJECTION** - Proposed Cllr Elliot; Seconded Cllr Forsdike – all in favour

ACTION: Clerk and Cllr Elliot to send response to Planning

Cllr Gold returned to the meeting.

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

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

Cllr Elliot reported that the clubhouse appeal against enforcement action regarding the used car business had failed and enforcement action was undertaken.

d. To RECEIVE any other planning information

Cllr Kay advised a Brightwell Lakes Forum is expected in November.

7. a. To RECEIVE the Playing Field Inspection report

Report was circulated to Cllrs 07.09.25. Cllrs reviewed.

Cllr Forsdike noted that there are additional parts are now suffering from the paint issue and Playquip has not yet remedied the original issue.

Cllr Forsdike likewise noted the positioning of the slide to keep to southeast aspect. Cllr Forsdike will attend first day of installation.

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ACTION: Clerk to contact Playquip to follow up.

b. To RECEIVE UPDATES on the Fort redevelopment project

Clerk updated that a revised date of installation was advised of 22 September 2025.

Clerk has been asked by the LCIL granting authority for suitable locations for a plaque for the new equipment.

Having reviewed the pictorial, Cllrs agreed it could be affixed to wooden area – however, the best location will be determined post installation and upon receiving sign sizing.

ACTION: Clerk to notify LCIL.

8. a. To RECEIVE updates from the Biodiversity Coordinator

Cross Parish meetings are to be undertaken in next months. Most of August was occupied with the Tideline exhibition.

9. CLERK AND RFO REPORT

a. To RECEIVE working group's report and APPROVE Insurance Renewal

The working group submitted a report for Councillor's review and consideration.

Motion to **APPROVE** Quotation 2 – Ansvar Insurance via Community Action Suffolk on a three year agreement – premiums £620.74 – Proposed Cllr Elliot; Seconded Cllr Quick – all in favour

ACTION: Clerk to arrange insurance

b. To APPROVE renewal of Parish On-Line subscription – £54.00

Cllrs agreed this is a beneficial service.

Motion to **APPROVE** renewal – Proposed Cllr Kay; Seconded Cllr Elliot – all in favour

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

Motion to **APPROVE** listed payments – Proposed Cllr Elliot; Seconded Cllr Quick – all in favour

BACS payments to be approved by Cllrs Kay and Elliot

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

Clerk outlined discrepancy in bank reconciliation.

Cllr Gold independently verified the bank reconciliation and reports

10. To DISCUSS grit bin actions required

Clerk outlined cleaning actions required. Cllr Forsdike will undertake the remedies.

ACTION: Clerk to forward remedial actions to Cllr Forsdike and Cllr Forsdike to complete actions

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

a. To DISCUSS safety issues at entrance to village (Fishpond Rd/School Rd corner)

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MOP 5 - offered that line marking or mirror would be helpful. A physical barrier (speed humps) are most effective in reducing speed.

Cllrs identified in photos of the area viewed that the Chevron sign (exiting Woodbridge Road) are mis-aligned, and there is a sign missing (give way sign).

ACTION: Clerk to request from highways that Woodbridge Road line markings and corner lane lines be re-painted and missing road sign replaced. Clerk to also request the verge corner be trimmed to provide visibility.

b. To RECEIVE UPDATE on dog bin at Fishpond Rd and Sandy Lane

Clerk updated that the request for the bin has been made and received. ESC advise as there is no ESC land in the area – this would be a PC responsibility, including potential rent to Highways as it is their land. Clerk has contacted the PROW officers for the KCIII footpath to investigate whether there is funding available through them, as it is their land.

MOP 5 noted that the Quayside footpath sign is very low - head height – and recommended it be amended as there have been injuries to visitors.

ACTION: Clerk to make the request to PROW regarding the height of the arrows on this sign.

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

a. To DISCUSS Thermal imaging project

Cllr Elliot suggests the PC should become involved in the project. There is training and management required. Cllrs Forsdike and Elliot will volunteer,

ACTION: Clerk to enrol the council and complete form

13. PARISH MATTERS for the next meeting.
Green Issues working group

Meeting Closed 21.43pm

ACTION POINTS

BACS payments: BACS payments to be approved by Cllr Elliot and Cllr Kay

Planning: Clerk and Cllrs Elliot to provide response by deadline

Fort Re-development Project: Clerk to notify LCIL ref their signage

Grit bins: Clerk to forward remedial actions to Cllr Forsdike and Cllr Forsdike to complete actions

Insurance Renewal: Clerk to initiate purchase as agreed.

Footpaths: Clerk to continue to pursue bin through PROW; Clerk to make the request to PROW regarding the height of the arrows on sign on Quayside

Highways actions: Clerk to report speed humps on Cliff Road need repainting as not visible; Clerk to request trimming of the verge at Low Farm corner; Clerk to request re-painting of lane markings for Fishpond Rd exit and Woodbridge Rd exit and corner lane markings; Clerk to request replacement of Give Way sign exiting Woodbridge Rd.

Correspondence: Clerk to enrol the council and complete form for Thermal Imaging project

Mobile Signal: Clerk to draft email to J Riddell-Carpenter, MP regarding the dismal mobile signal in the area

Playing Fields: Clerk to contact Playquip to follow up on re-painting and identify additional area of concern.

Waldringfield Parish Council

SUPPORTING DOCUMENTS SEPTEMBER

ITEM 3

3. **b.** To **RECEIVE** reports County and District Councillors
East Suffolk Ward Councillors' report was circulated to Councillors on 26 August 2025 and is available on the website.
- c.** The **RECEIVE** updates on crime data from Suffolk Police – June 2025



Waldringfield:

- 2 x violence and sexual offences
- 1 x anti-social behaviour
- 1 x criminal damage and arson

Waldringfield Heath:

- 1 x other theft

Brightwell:

- 3 x public order offences
- 1 x other theft

Newbourne:

- 1 x anti-social behaviour

ITEM 4

4. To **APPROVE** the Minutes the Parish Council Meeting held on 28 August 2025
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

BACS payments: BACS payments to be approved by Cllr Elliot and Cllr Kay - **Done**

Warm Welcome provision: Clerk to book first sessions with VH and Cllr Elliot to advertise in the Newsletter - **Done**

Planning: Clerk to organise Extra-ordinary meeting to consider DC/25/1111/FUL – **Done**

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Waldringfield Parish Council

BT End of landlines: Cllr Kay to draft article for the Newsletter highlighting the BT information – **Done**
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King Charles III England Coast Path: Clerk to investigate the approvals of the length of the Waldringfield section – **Done**

Footpaths: Clerk to apply for waste bin at Fishpond Rd and Sandy Lane – **See Item 13b**

Planning Survey: Respond to survey email circulated by the Clerk - **Done**

Resident email: Clerk to respond to resident regarding Item 6 (28 Aug Agenda) - **Done**

ITEM 6

6. a. To CONSIDER Planning Applications for COMMENTS:

a.i) DC/25/1104/FUL - Construction of a two-bedroomed, two storey self-build dwellinghouse with integrated garage with increased curtilage, widening of existing access and associated works following demolition of existing dwelling - The Studio, The Quay, Waldringfield, Woodbridge, Suffolk IP12 4QZ – **Planning Officer – N Levitt; Deadline 17 September 2025**

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
None at time of circulation of these documents

d. To RECEIVE any other planning information
Nothing to circulate

ITEM 7

7. a. To RECEIVE the Playing Field Inspection report

Playing Field Inspection report to be circulated to Councillors under separate cover.

b. To RECEIVE UPDATES on the Fort redevelopment project

Clerk has received the following email from the LCIL granting authority. Clerk welcomed thoughts on this. Please see below pictorial for the installation.

We have a colourful plaque that we put up on our play parks where they have been part funded through CIL. Is this something that can be easily located on the playpark – like attached to fence railings, a wooden fence or a wall? We would need to understand where this could be located before we order it though, to make sure we have the correct fixings.

If you are able to send me potential location pics for this round plaque then we can go ahead and get it ordered.

Waldringfield Parish Council



The Clerk has also confirmed that our installation date has been pushed back to **22 September** due to an over-run on other projects.

ITEM 8

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

ITEM 9

9. CLERK AND RFO REPORT

- a. To **RECEIVE** working group's report and **APPROVE** Insurance Renewal
Cllrs Elliot and Gold are meeting with the Clerk on 05 September and will circulate their report shortly thereafter.
- b. To **APPROVE** renewal of Parish on-Line subscription - £54.00
Renewal of this annual contract was received. Cllrs and Clerk have found this very useful, in particular, in respect of planning applications.

Waldringfield Parish Council

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

Please note HMRC payment – This is the NI payments on salary that are now required on part of the Clerk's salary. This payment is for NI calculated for April – August.

PAYMENTS LIST

Waldringfield Parish Council									
PAYMENTS LIST									
Vouch	Code	Date	Bank	Description	Supplier		Net	VAT	Total
43	Clerk/Office Expenses	02/09/2025	Unity Trust Bank	Land Registry records	Jennifer Shone-Trit	X	7.00		7.00
44	Accounting, Website & Co	02/09/2025	Unity Trust Bank	Google Storage	Google Commerce	S	1.33	0.26	1.59
45	Accounting, Website & Co	02/09/2025	Unity Trust Bank	Annual Subscription	Parish Online	S	45.00	9.00	54.00
47	Newsletter re 1972 LGA s	02/09/2025	Unity Trust Bank	Newsletter	Spingold Design & I	Z	180.00		180.00
46	Training	02/09/2025	Unity Trust Bank	Training	SLCC	S	60.00	12.00	72.00
48	Grass cutting (field)	02/09/2025	Unity Trust Bank	Grass-cutting -field	SCL Landscape Ma	S	120.00	24.00	144.00
49	Repairs/Maintenance	02/09/2025	Unity Trust Bank	No Cycling Signs	Safety Signs for Le	S	59.95	11.99	71.94
42	Fort Project Budget	02/09/2025	Unity Trust Bank	Playing Field Project	Action Play and Lei	X	10.00		10.00
52	PAYE/NI	04/09/2025	Unity Trust Bank	PAYE & NI	HMRC	X	194.85		194.85
54	Accounting, Website & Co	08/09/2025	Unity Trust Bank	Domain name and email	Community Action	Z	24.00		24.00
50	Salaries	26/09/2025	Unity Trust Bank	Salary	Jennifer Shone-Trit	X	731.40		731.40
51	Accounting, Website & Co	30/09/2025	Unity Trust Bank	Banking service charge	Unity Trust Bank	X	6.00		6.00
Total							1,439.53	57.25	1,496.78

- d. o **RECEIVE** and **APPROVE** the Financial Reports and **UNDERTAKE** the independent Bank Reconciliation.

Clerk notes the £10.00 discrepancy on the bank reconcilliation. This is an addition error on an invoice – correction payment is in September payments following receipt of corrected invoice.

Waldringfield Parish Council

Waldringfield Parish Council

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

Date: _____

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

Date: _____

A	Bank Reconciliation at 31/08/2025		
	Cash in Hand 01/04/2025		27,982.01
	ADD Receipts 01/04/2025 - 31/08/2025		23,602.93
	SUBTRACT Payments 01/04/2025 - 31/08/2025		51,584.94
	Cash in Hand 31/08/2025 (per Cash Book)		13,583.50
B			38,001.44
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Suffolk Building Society 31/08/2025	8,585.91	
	Unity Trust Bank 31/08/2025	29,425.53	
			38,011.44
	Less unrepresented payments		
			38,011.44
	Plus unrepresented receipts		
B	Adjusted Bank Balance		38,011.44
	Error A does NOT equal B		
	ERROR IS £-10.00		

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	19,683.45	9,841.73	-9,841.72				-9,841.72	(-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								(N/A)
38	Advertising income	159.00	82.80	-76.20				-76.20	(-47%)
44	CIL Funds	533.65	1,067.30	533.65				533.65	(100%)
49	VAT Refund								(N/A)
SUB TOTAL		20,904.90	10,991.83	-9,913.07				-9,913.07	(-47%)

B - Administration

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Salaries				8,795.00	4,429.80	4,365.20	4,365.20	(49%)
2	PAYE/NI				492.00	289.17	202.83	202.83	(41%)
3	Clerk/Office Expenses				78.75	49.48	29.27	29.27	(37%)
4	Post and telephone				26.25	0.87	25.38	25.38	(96%)
5	Newsletter re 1972 LGA s142				950.00	360.00	590.00	590.00	(62%)
6	Village Hall hire				370.00	270.00	100.00	100.00	(27%)
7	Insurance				472.50		472.50	472.50	(100%)
8	Professional Memberships (L				620.00	262.36	357.64	357.64	(57%)
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	251.00	49.00	49.00	(16%)
40	Accounting, Website & Comp				750.00	484.57	265.43	265.43	(35%)
48	Warm Welcome				500.00	312.58	187.42	187.42	(37%)
50	Professional Services					36.00	-36.00	-36.00	(N/A)
SUB TOTAL					13,844.50	6,915.83	6,928.67	6,928.67	(50%)

C - Playing Field/Recreat

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
14	Grass cutting (field)				1,000.00	480.00	520.00	520.00	(52%)
16	Repairs/Maintenance				2,500.00	124.90	2,375.10	2,375.10	(95%)
17	Footpath Maintenance				393.75		393.75	393.75	(100%)
51	Fort Project Budget		12,279.00	12,279.00	6,711.62	4,705.00	2,006.62	14,285.62	(212%)
SUB TOTAL			12,279.00	12,279.00	10,605.37	5,309.90	5,295.47	17,574.47	(165%)

D - Grants - s137/72 & s1

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
21	Community Grants Fund				2,125.00	1,725.00	400.00	400.00	(18%)
SUB TOTAL					2,125.00	1,725.00	400.00	400.00	(18%)

Summary

NET TOTAL	20,904.90	23,270.83	2,365.93	26,574.87	13,950.73	12,624.14	14,990.07	(31%)
V.A.T.		332.10			1,199.87			

GROSS TOTAL		23,602.93			15,150.60			
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Draft until signed.....Chair / / 20

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Waldringfield Parish Council

Waldringfield Parish Council				CASH FLOW STATEMENT		
		31.07.25		31.08.25		30.09.25
OPERATING ACCOUNT Unity Trust	AUGUST		SEPTEMBER		OCTOBER	
	EXPECTED	ACTUAL	EXPECTED	ACTUAL	EXPECTED	ACTUAL
CASH ON HAND (beginning of month)	£32,872.20	£32,872.20	£29,415.53	£29,425.53	£37,784.48	
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	£9,841.73	£0.00	£0.00	£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	£328.80	£0.00
VAT Refund	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mound grants	£3,000.00	£3,000.00	£0.00	£0.00	£0.00	£0.00
TOTAL CASH RECEIPTS	£3,000.00	£3,000.00	£9,841.73	£0.00	£328.80	£0.00
CASH AVAILABLE (before cash out)	£35,872.20	£35,872.20	£39,257.26	£29,425.53	£38,113.28	£0.00
CASH PAID OUT						
Administration						
Salaries	£731.40	£731.40	£926.25	£0.00	£825.72	£0.00
Newsletter	£0.00	£0.00	£180.00	£0.00	£0.00	£0.00
Insurance	£0.00	£0.00	£0.00	£0.00	£650.00	£0.00
Hall Hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Training	£0.00	£0.00	£60.00	£0.00	£0.00	£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	£0.00	£0.00
Other / Office	£11.68	£11.68	£7.00	£0.00	£0.00	£0.00
Website/Accounting	£7.33	£7.33	£52.33	£0.00	£7.33	£0.00
Playing Fields and maintenance						
Grass Cutting	£60.00	£60.00	£120.00	£0.00	£120.00	£0.00
Repairs and maint'ce	£0.00	£0.00	£59.95	£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	£0.00	£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						
Fort Project	£4,695.00	£4,685.00	£10.00	£0.00	£14,242.50	£0.00
Warm Rooms	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
VAT	£951.26	£951.26	£57.25	£0.00	£0.00	£0.00
SUBTOTAL	£6,456.67	£6,446.67	£1,472.78	£0.00	£15,845.55	£0.00
TOTAL CASH PAID OUT	£6,456.67	£6,446.67	£1,472.78	£0.00	£15,845.55	£0.00
CASH POSITION (end of month)	£29,415.53	£29,425.53	£37,784.48	£29,425.53	£22,267.73	£0.00
SUMMARY of ALL CASH						
Unity	£29,415.53	£29,425.53	£37,784.48	£29,425.53	£22,267.73	£0.00
IBS	£8,316.58	£8,316.58	£8,316.58	£8,316.58	£8,316.58	£8,316.58
Total cash position	£37,732.11	£37,742.11	£46,101.06	£37,742.11	£30,584.31	£8,316.58

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Waldringfield Parish Council

ITEM 10

10. To **DISCUSS** grit bin actions required

Email received from SCC Highways received 10 August, and provided to Cllr Ramsay:

Just to let you know that Suffolk Highways will begin filling the highway grit bins in Suffolk over the next few weeks ready for the winter season.

Can you make sure that all the highway grit bins in your parish are in the approved locations and that they are free from litter, water etc so are gangs are able to refill them as they go round the various parishes.

Just a reminder that it is the Parish Council responsibility to manage and maintain approved highway grit bins within their parish.

If any approved highway grit bin is damaged then the Parish Council is responsible for removing the damaged grit bin, purchasing a replacement Grit Bin, and placing it in the agreed location and then letting Suffolk Highways know when it is in position.

Suffolk Highways is only responsible for filling / refilling the Grit Bins once they are in position.

Cllr Ramsay reviewed our Grit bins and has the following comments:

Grit bin 1	///pesky.weeps.flagged	Maybush	Cut back shrubs, top up.
Grit bin 2	///ticking.clapper.request	by Council noticeboard Cliff Rd	Cut back shrubs, top up.
Grit bin 3	///fizzle.icon.decisions	Village hall	Adequate, no action.
Grit bin 4	///headliner.gender.hinted	Ipswich road and Fishpond Road	Cut back Ivy.
Grit bin 5	///resettle.relief.vaulting	School Road at Sandcliff	Decant bagged material, top up.
Grit bin 6	///grief.magical.door	Cliff Road near Village Way	Top up and rework to prevent bulging to front.
Grit bin 7	///irritated.scrambles.dialects	Cliff Road at Deben Lane	Drain water, cut back brambles, top up.

ITEM 11

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

a. To **DISCUSS** safety issues at entrance to village (Fishpond Rd/School Rd corner)

A resident posted Waldringfielders their experience of a near miss at this junction.

Following this post – 8 further residents expressed their concern regarding safety at this junction. Signage, a mirror and road markings were all raised by residents to assist in the danger of the corner.

Additionally, another resident sent a communication to the Parish Council. Attached as an attachment.

b. To **RECEIVE UPDATE** on dog bin at Fishpond Rd and Sandy Lane

Clerk will update at the meeting on the situation which involves ESC and SCC PROW.

ITEM 12

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

Waldringfield Parish Council

a. To DISCUSS Thermal imaging project

From circulated correspondence: **Suffolk Climate Change Partnership** - Sign up now - Community Thermal Imaging Project circulated 29.08.25

Cllr Elliot provides the following in relation to this project:

I'm very keen for the PC to access the equipment - to be used with the consent of interested householders - particularly as the PC wishes to do what we can to engage with residents on climate change issues and what individuals might be able to do, which in this case may result in them saving money as well!!

The pre-amble to the Expression of Interest form outlines the project:

Keep the Heat 2025/26 - Expression of Interest Form

Would you like to run a thermal imaging project in your community? Keep the Heat enables your community group or parish/town council to borrow thermal imaging cameras from the Suffolk Climate Action Team to carry out heat loss surveys for your local residents.

Training and resources will be provided on how to recruit volunteers, engage households, and use the cameras, and then you will use the cameras to scan homes from the roadside to identify potential areas of heat loss. This can show where additional insulation is needed (wall, lofts, door frames etc.) to help residents save money and reduce their carbon footprint.

Complete this form to get priority access to the booking site where you can then choose which weeks you would like to borrow the equipment. Thermal imaging only works when there is at least a 10 degree difference between the inside and outside temperature of a home, so the equipment is only available to borrow during the winter.

Over the last 3 years, more than 153 different groups across Suffolk have taken part, surveying a total of 1,818 homes! This project is a fantastic way to get involved in your community and help residents learn how to keep the heat in their home and access grants to reduce their energy bills. No prior knowledge is needed and the cameras are easy to use (all you need is a smartphone and to download the app).

*Please complete this form by **Wednesday 10th September** so we can gauge interest in the project and you can be added to our mailing list for priority access to book the equipment.*

General Correspondence circulated to Councillors

Society of Local Council Clerks SLCC Weekly News Digest - 18/08/2025

National Association of Local Councils Events newsletter 19/08/25

National Association of Local Councils Chief executive's bulletin - 21 August 2025

Society of Local Council Clerks News Bulletin - 21 August 2025

Wegg, Kevin - Funding Opportunities 20.8.25

Society of Local Council Clerks SLCC Weekly News Digest - 25/08/2025

Suffolk Association of Local Councils - NEWS BULLETIN - 26th August 2025

Suffolk Association of Local Councils - SALC training bulletin 26th August 2025

Community Action Suffolk - Community Led Housing Zoom Events 27.08.25

Rural Services Network - RSN Weekly News - Free Edition (27 August 2025)

National Association of Local Councils Chief executive's bulletin - 28 August 2025

Suffolk & Essex Coast & Heaths National Landscape - News from the National Landscapes 28.08.25

Riddell – Carpenter, Jenny MP - August 2025 – My latest updates and what's ahead as Parliament returns 29.08.25

Society of Local Council Clerks SLCC Weekly News Digest - 01/09/2025

Draft until signed.....Chair / / 20

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Suffolk Association of Local Councils NEWS BULLETIN - 1st September 2025

Suffolk Association of Local Councils SALC training bulletin 2nd September 2025

ESC Planning Policy - Neighbourhood Plan Guidance Documents Consultation 03.09.25
