

**Minutes of Playford’s Annual Parish Council Meeting held at
Playford Parish Hall on Wednesday 8th May 2024**

Present: Ben Evans –Chairman
Joan Metcalfe –Vice-Chair
Steve Hicks - Councillor
Martin Hill – Councillor
Ursula Richards - Councillor
Colin Hedgley - District Councillor

In attendance:
Mrs Marian Hedgley - Clerk

Also present:
Sally Herrington
Tracy Herrington

Apologies for Absence:
Elaine Bryce – County Councillor

Welcome and Introduction:
The meeting started at 7.50pm

Election of Chairman for coming year:
Ben Evans was proposed as Chairman by UR and seconded by JM. Ben signed the Declaration of Acceptance of Office of Chairman in the presence of the Clerk.

Declarations of Members’ Interests in any items on this Agenda
Joan Metcalfe declared an interest as treasurer and trustee of Playford Village Hall, this information was duly recorded.

Appointment of Officers:		<u>Proposed</u>	<u>Seconded</u>
Vice-Chairman	Joan Metcalfe	SH	MH
Village Hall rep.	Joan Metcalfe	BE	UR
Footpaths Officer	Steve Hicks	JM	MH
Tree Warden	Joan Metcalfe	MH	SH
Internal Auditor	Colin Grimwood	JM	MH

To approve the Minutes from meetings held on:		
	<u>Proposed</u>	<u>Seconded</u>
6th March 2024	UR	JM

Matters arising from the Minutes:
None

Signed

Action Points Review

- ✧ **AP 93 – Unregistered FP from C330 to C3311.** A date of **12th Nov 2024** (10am at Endeavour House, Ipswich) has been fixed for the appeal to go before the Planning Inspectorate. Any more evidence of past use of this path would be welcomed – please contact Joan Metcalfe if you can supply anything further. Elaine Bryce will be asked to assist when she returns from sick leave and JM will ask David Last for advice. More advertising and updating required in FLN.
- ✧ **AP155 – Problems on C324 drainage & priority of traffic.** Plans to improve drainage and to resolve the traffic priorities with new signage on the C324 were put on hold after the October floods threw out Highways’ schedule for this. Elaine Bryce is chasing this up and we await another date for this work to commence.
- ✧ **AP174 – Church Lane new signage to deter large vehicles from using this route** – signs have now been installed at the foot of Church Lane and Hill Farm Road and at the beginning of Church Road at junction with C324.
- ✧ **AP178 – Repairs re Boules Piste** – Sam Webber has been asked to assist with this and will meet with councillors for a site visit soon
- ✧ **AP184 – Clearing drainage ditch beside Butts Road, in front of Village Hall** - Clerk to chase ES Services as this work has been commissioned but not yet started.
- ✧ **AP191 – Linear potholes in Butts Road** – Elaine Bryce has been asked to chase up the repair work on the copious number of potholes – we await her input on this.

For more details see Action Log appended at end of the Minutes

Public Forum

No comments

Major Agenda Items**1. Finance:**

Reporting & authorisation of cheques/online payments since last meeting:

Already paid:

Date/Chq no.	Payable to	Reason for payment	Amount £
11.3.24	M Hedgley	Stationery expenses/ink cartridges	48.51
22.3.24	M Hedgley	Clerk - March salary	agreed in budget
22.3.24	G Thimblethorpe	Website expenses	11.79
2.4.24	HMRC	Q4 tax on clerk's salary	agreed in budget
2.4.24	P E Holmes	Web hosting	30.00
22.4.24	M Hedgley	Clerk – April salary	agreed in budget

Signed.....

To be Paid:

due now	M Hedgley	Clerk's stationery expenses	£43.99
due now	FLN	Annual donation towards costs	200.00
1.6.24	Zurich Town & PC	Insurance renewal	323.75
due now	SALC	Annual donation towards costs	146.78
due now	Colin Grimwood	Donation re Internal Audit	To be agreed

All of above payments were proposed by MH and seconded by JM

Credits received since last meeting:

22.4.24 £386.08 Reclaimed VAT
 30.4.24 £5500.00 First half of Precept

Bank balances: Current a/c **£5912.84**
 Bus Premium **£8946.34**

<u>Approval of Accounts for year ended 31.3.24</u>	<u>Proposed</u>	<u>Seconded</u>
Cashbook Summary	JM	SH
AGAR statements for year ended 31.3.24		
▪ Signing Annual Governance statement 2023/24		
▪ Signing Statement of Accounts 2023/24		
▪ Signing Exemption certificate_2023/24		
All three clauses above were agreed	UR	SH
<u>Pricing of Assets review:</u> Agreed	UR	SH
<u>Authorisation of Clerk's salary & expenses to continue at same rate for 2024/25:</u> Agreed	JM	SH
<u>Renewal of annual insurance @ £323.75</u> Agreed	SH	MH
<u>Authorisation of donations:</u>		
▪ Fynn Lark News £200.00	SH	MH
▪ Colin Grimwood – Internal Auditor £50.00	BE	UR

2. **Internal Controls review.**

The Internal Control report was agreed by non-signatory SH and signed by him as correct. The Internal Control statement was proposed by SH and seconded by UR. It was then duly signed by the Chairman and Clerk.

3. **Highways**

- Footpaths update – a date of 12th November 2024 has been set for the appeal of reinstating FP26. See AP93 for more details
- New signage for C324 - We await Co Cllr Elaine Bryce's return for an update on a new date for the work scheduled on new priority signage and for the drainage work required - see Action point review AP155.
- Signage for Church Lane – these have now been installed. Ref: AP174
- Potholes in Butts Road - We await Co Cllr Elaine Bryce's return for an update on what can be done to expedite this problem. See AP191.

Signed

- SIDS update. Tracy Herrington made her report and gave the highest speeds recorded and the 85th percentiles in each of the three locations monitored in Playford. The SIDS device is currently in Lt Bealings but will be back in Playford for June. SAVID has obtained funding for an extra SIDS device and is offering it to Playford on the terms that Playford PC would be responsible for the device and add it to their insurance but they might be called upon to lend it to other parishes on occasions. Tracy has offered to continue to look after the SIDS equipment for the time being and MH offered assistance as when required.

It was agreed to accept these terms. Proposed SH Seconded UR

4. Neighbourhood Plan update:

The Neighbourhood Plan has been passed by an independent examiner and is ready for the Parish Referendum which will be held in the Village Hall on **Thursday 13th June 2024**. Voting will be from 7am – 10pm. Anyone already on the electoral register for Playford will be eligible to vote and will receive a polling card from the Electoral Office at ESC.

If you need to sign up please visit: www.gov.uk/registertovote before 28th May 2024 to register to vote.

5. **Emergency Plan** - UR has collected key information to fill up a template obtained from East Suffolk Emergency Planning Officer, Courtney Walsh. Details of more volunteers offering to help are needed. The Village Hall could be used as temporary accommodation if appropriate and details of whom to contact/keyholders etc have been logged. Potentially dangerous situations such as a derailment, fallen aircraft or contamination were discussed and how communications could proceed in such circumstances. There is more to be done and a meeting to inform parishioners will be held at the Village Hall in due course.

6. Boules Piste repairs

Sam Webber has been contacted and asked to assess the work required for this – see AP178.

7. Planning issues – none

8. Website Issues – Ongoing issues are being worked through

9. **PC Vacancies** – Two vacancies still exist – please contact the Clerk or the Chairman for more details if you are interested in joining the parish council.

10. **Correspondence** - received up to PC meeting 8th May 2024

	Date	From	Subject	Ref
1	11.3.24	SARS	Promoting their cause, updating us and hoping we can help support them	Sue Groom Volunteer Fundraiser/Admin
2	2.4.24	Ips Boro Council	Application : IP/24/001172/OUTFL Hybrid application; land between Humber Doucy Lane & Tuddenham Lane regarding vehicular access	James Mann Head of Town Planning & Development

Signed.....

11. Councillors comments -

UR offered to do a summary email of items discussed at the meeting which might be of interest to the public. This was agreed.

12. Items for next agenda

- Boules piste repairs to be discussed after site visit
- Unveiling of the new SIDs - procedure needs to be discussed

The meeting ended at 9.07pm

Date of next meeting: 3rd July 2024 at 7pm

Signed