

Kirton & Falkenham Parish Council

NOTICE OF MEETING

I HEREBY GIVE NOTICE that a meeting of the **Parish Council** of the above Parish will be held at:
THE RECREATION GROUND PAVILION
on **Monday the 1st September 2025 at 7.30 pm**

To: **All Councillors**

Signed *G J Walker*. Clerk

AGENDA

- 1 Apologies
- 2 Minutes of the meeting held on 7th July 2025
- 3 Declaration of interests *Councillors are reminded that they should consider declaring any interest, pecuniary or otherwise, relating to any agenda item that could be seen as affecting their impartiality.*
- 4 **PUBLIC OPEN FORUM**
 - 1 Parishioners questions
 - 2 County/District Councillor Reports
 - 3 PTLO report
- 5 Matters arising (All other outstanding actions have been completed)
 - i) Local History recorder (Kirton)
 - ii) EA3
 - iii) RG substation proposal
 - iv) Joint Parish Group
 - v) Felixstowe Peninsular Partnership
 - vi) Play area inspection and responsibility
 - vii) Flooding Falkenham Rd drain connection (PR 00520228)
 - viii) Swiss Farm hedge
 - ix) Bus Shelter and notice board repair
 - x) Speeding (see item 11)
- 6 Finance
 - i) Financial and monitoring reports (on website)
 - ii) Invoices authorised: G Walker salary - £479.59 x 2 (July & Aug); Clerk WFH expenses (broadband etc) - £35.90 (SO) x 2 (July & Aug); Clerk expenses (printer paper) - £21.49; CIL grant to Village Hall (matches amount received into PC account) - £10,800
 - iii) Payments due for authorisation: G Walker salary (circa £479.59pm); PKF Littlejohn (Ext audit) - £252.00; HMRC (PAYE) – approx £441.48
 - iv) Review audit report (circulated)
 - v) Short mat bowls – request for funding (see Correspondence)
- 7 Planning
 - i) *DC/25/1824/FUL*: Ivy Cottage, Back Road, Kirton (26th June): Additional comments submitted
- 8 Environmental
- 9 Recreation Ground
- 10 SALC Report
- 11 Other Correspondence/items for discussion
 - i) Request for SID pole on Rectory Lane 26/8/25)
- 12 Matters for inclusion in future Agenda
- 13 Date of next meeting:- Monday 6th October 2025 at 7.30 pm

Kirton & Falkenham Parish Council

Circulated Correspondence

From	Subject	Date Received
johnbeer47@btinternet.c...	PC Meeting Monday	16:56
Julia Durrant	Request to move Speed Device	16:21
Jack, Graham & Fiona	Request for Funding Support – Indoor Bowls Mats	16:10
Jo Shaw	Planning	13:50
Lee Reeves	Parish Report August 2025 - Orwell & Villages	Yesterday
Clerk & Police	National Social MediaSurvey	25/08/2025
Tom & bmwfrost@btopen...	Felixstowe to Woodbridge bus 73 - good news!	20/08/2025
Kirsty White	SALC training bulletin 19th August 2025	19/08/2025
National Association of L...	Events newsletter	19/08/2025
PKF Littlejohn LLP	SF0232 2024/25 AGAR Section 3 External Auditor Report	18/08/2025
Ann Colvill	Re: More reported dog issues on the Rec	14/08/2025
Clerk@kandf-pc.gov.uk	More reported dog issues on the Rec	14/08/2025
Kirsty White	NSIPs Bulletin - AUGUST 2025	13/08/2025
Jack Cade	September PC meeting	12/08/2025
noreply@suffolkhighway...	Suffolk County Council Problem Report 00530677	12/08/2025
Police Connect	Suffolk man becomes1,000th person to sign up to digital missing persons po...	28/07/2025
Suffolkonboard	Suffolkonboard bus timetable updates	25/07/2025
Graffham, Sandra	PCC Update July 2025	25/07/2025
Emma Cankovic	Town & Parish Planning Forum July 2025	25/07/2025
Clerk@kandf-pc.gov.uk	DC/25/1824/FUL	24/07/2025
Laura Sampson	SALC East Suffolk area forum - 25th September 2025 - book now!!	23/07/2025
Clerk@kandf-pc.gov.uk	Fwd: Speedwatch	22/07/2025
Kirton & Falkenham Pari...	Anti-social behaviour	22/07/2025
Kirsty White	NEWS BULLETIN - 21st July 2025	21/07/2025
Sally Longmate	Local Government Re-organisation and devolution UPDATE	21/07/2025
lickert & DEREK	Traffic Stats for Bucklesham Road near Park Lane Junction	20/07/2025
Clerk@kandf-pc.gov.uk,...	Falkenham	17/07/2025
DEREK & Jack	PC SCDC strategic planning, including Local Plan, questionnaire	15/07/2025
planning@east Suffolk go...	Planning consultation - DC/25/2524/FUL	15/07/2025
Clerk & Police	Body found in Kirton	10/07/2025
Patti Mulcahy (SCC Cou...	RE: Kirton & Falkenham PC meeting 7th July	07/07/2025
Redacted	Falkenham	07/07/2025
Hope, Rageenee	Port of Felixstowe Local Authority Liaison Committee	03/07/2025
Sally Longmate	SALC AGM and 75th Anniversary 1st July 2025 - recording	02/07/2025
Police Connect	Providing betterservice, better value	01/07/2025
Patrick Cooney	FW: SH817 Kirton (537850). [UKPN-LMS14559] [BK-BK.FID401546]	01/07/2025
Jenny Riddell-Carpenter...	June 2025 - welfare reform, Ukraine, and going after the water bosses	30/06/2025
Sizewell C	June Project Update	30/06/2025
Lee Reeves	Parish Report June 2025 - Orwell & Villages	30/06/2025
East Suffolk Planning Pol...	Planning and Building Control Newsletter June 2025	30/06/2025
Sally Longmate	LIVE STREAM - SALC AGM and 75th Anniversary 1st July 2025 - link now a...	27/06/2025

Kirton & Falkenham Parish Council

Minutes of the Parish Council Meeting held in the Recreation Ground Pavilion on Monday 7th July 2025 at 7.30pm

Present: Cllrs J Cade (Chair, JC), J Fothergill (JF), J Shaw (JS), D Jacobs (DJ), J Durrant (JD), M Paul (MP); G Walker (Clerk); District Cllr L Reeves (LR); T Hatrick (PTO); One member of the public

Item No.	Comments	Action
1.	Apologies Cllr J Sheeran (JonS), County Cllr P Mulcahy (PM), District Cllr M Ninnmeyer (MN),	
2.	Minutes of last meeting The minutes of the Annual Parish Council Meeting held on 7 th June 2025 having been previously circulated were taken as read, approved and signed.	
3.	Declaration of interests No new declarations reported	
4.	Public Open Forum <i>Parishioners questions:</i> The apparent increase in speeding in the villages was raised, Bucklesham/Trimley Road being the main concern. It was agreed to review current arrangements and collect data from the SID (Speed Indicator Device), noting that the police will not normally engage if 80% of recorded speeds are under 34mph. The matter will be discussed further at the next meeting. Investigate location of Speedwatch cameras. Investigate possible funding for additional SID <i>County Councillor's report:</i> Report received immediately prior to the meeting and was circulated following the meeting. It was also noted, later on in the meeting, that more frequent attendance by the CC would be appreciated. <i>District Councillor's report:</i> District Cllr L Reeves reported that an initiative to tackle antisocial behaviour in Felixstowe had been successful, resulting in confiscation of illegal cigarettes from shops, identification of drug dens, monitoring of fly tipping locations etc. There was also a special police day focussed on speeding with a number of arrests and confiscations. In addition, the design of various carparks is being reviewed in order to hinder joy riders from using them. Mr Hatrick (PTLO) reported that a recent meeting to focus on the refurbishment of Trimley station buildings was well attended, including the local MP, with a working group established to take it forward.	AP1/0.7.25/ Clerk AP2/0.7.25/ LR

Kirton & Falkenham Parish Council

5.	Matters arising i) Local History recorder (Kirton): No update. ii) EA3: there continues to be considerable re-work required to overcome previous poor installation practice. Three out of the four new jointing bays have been completed, and once in place we anticipate a significant increase in large vehicle movements as they deliver cables. Residents are advised to report any large construction traffic turning right out of Park Lane, or past the school. iii) RG substation proposal: The proposed substation on the Recreation Ground is still ongoing, awaiting detailed installation plans iv) Joint Parish Group: A watching brief continues to monitor any significant planning proposals which are likely to affect the villages. v) Felixstowe Peninsular Partnership: Nothing to report. vi) Play area inspection and responsibility: The PC have taken on overall responsibility for the Playground and continue to review options for maintaining it in good condition, possibly using third party contractors vii) Phone box removal: the previously noted rejection of the PC complaint to the Ombudsman has been referred to group leading the village campaign for its restoration to see if they wish to progress an individual complaint. The PC have not been advised if any further action has been taken viii) Flooding Falkenham Rd drain connection: Resolution of the underlying cause (presumed incorrect pipe connection) has been requested of ESC and SCC, however at this stage it has only been entered on the ESC problem reporting system (PR 00520228). The PC agreed to write to Planning Enforcement to seek speedier resolution. ix) Swiss Farm hedge: Awaiting more detail before raising with appropriate authorities. x) White Horse (Community Asset etc): The White Horse Pub has been registered as a Building of Community Interest, although most recent interest has been from potential buyers wishing to retain it as a pub. xi) Bus Shelter and notice board repair: No progress to date. Cllr Jacobs to approach S Warrington for a quote. Clerk to advise spend limits	AP3/0.7.25/ Clerk AP4/0.7.25/ JS AP5/0.7.25/ DJ AP6/0.7.25/ Clerk
6.	Finance i) Financial and monitoring reports (on website) ii) Invoices authorised: Invoices authorised: G Walker salary - £479.59; HMRC (PAYE) - £441.48; Clerk WFH expenses (broadband etc) - £35.90 (SO); Clerk expenses (audit mileage) - £28.80; D Jacobs expenses (Play area) - £34.18; D Cope (Alley Rd footpath work) - £235.00 iii) Payments due for authorisation: G Walker salary (circa £479.59pm) for July & August Additionally: The external auditor has confirmed receipt of the necessary paperwork for audit	

Kirton & Falkenham Parish Council

7.	Planning All items time expired, “No Comment” previously returned for items i) to iii) i) <i>DC/24/4139/FUL</i>: 33kv overhead line near Bucklesham Hall Farm (25th June) ii) <i>BASE STATION UPGRADE</i>: B&M Concrete, Back Rd, Kirton (27th June) iii) <i>DC/25/1844/ARM</i>: Supplementary – 2k houses Adastral Park (30th June) iv) <i>DC/25/1824/FUL</i>: Ivy Cottage, Back Road, Kirton (26th June). The Council had agreed by email to submit a response requiring that dogs can only be dropped off and collected for grooming and that there is no facility for waiting dogs to be left outside where the barking could/would annoy neighbours, otherwise it is supported. Additional Observation made: The planning application doesn’t mention anything about the length of hedge that has been removed, new off-road parking created, large garage/shed, block paved hard standing, brick wall and garden room that have also been added to the property. These are all very much visible changes which are not detailed in site plans. During the meeting it was also agreed to contact the ESC Planning Officer regarding the fact that a garden room had been built forward of the property line, in addition to the “Observations” entered on the Planning Portal.	AP7/0.7.25/ Clerk
8.	Environment The Council wishes to thank David Cope for the speedy work done the clear the overgrown Alley Road footpath	
9.	Recreation Ground The Clerk reported that he has audited the accounts for 24/5. These are generally in good order, with a single correction/explanation required for the funds carried over from 23/24. Other observations include the fact that the accounts run from Apr to Mar, however reclaim submissions for VAT have been made from Jan to Dec. Going forward it has been proposed that the VAT reclaim aligns with the accounts, and more importantly, with the PC reclaim period of Apr to Mar. Additionally, in discussions with John Beer, it was suggested that the various roles undertaken by him should be listed and reallocated to others if he felt unable to continue to fulfil them	
10.	SALC Report The AGM can be viewed online. Nothing else to report	
11.	Other Correspondence Dog control on the Recreation Ground. The Council did apply for a PSPO (Public Spaces Protection Order) for dogs to be kept on the lead some years ago but ESC refused (thought to be on the basis that all such public spaces would need to come under a similar order). It is however noted that it is still an offence to fail to keep your dog under proper control, or to fail to clear up after it. The ESC Dog warden offer a service if evidence is provided, could be by way of a Fixed Penalty, but dog and owner must be identified by the witness. The PC did agree to review the signage in light of the recent correspondence	AP8/0.7.25/ PL

Kirton & Falkenham Parish Council

12.	Matters for inclusion in future agenda Local History recorder; EA3; RG substation proposal; Joint Parish Group; Felixstowe Peninsular Partnership; Play area; Flooding Falkenham Rd drain connection; Swiss Farm Hedge; Bus shelter and notice board repair; Speeding	
13.	Date of next meeting: Monday 1 st Sept 2025 at 7.30 pm	
	There being no further business the meeting closed at 9.33pm. Signed..... Chairman Date.....	