

PARISH of KIRTON & FALKENHAM

Dear Sir/Madam,

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that a **REMOTE** meeting of the **Parish Council** of the above Parish will held on
Monday the 15th day of March 2021 at 7.30 pm

Meeting ID: To Follow

Password:

Signed C A Shaw Clerk

AG E N D A

1. Apologies
2. Minutes of meeting held on 15th February 2021
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. Matters arising
 - i) Quiet Lanes (210240, 210266, 210269)
 - ii) Flooding
 - iii) Rectory Lane sign (210191)
 - iv) Community Workshop (210184, 210244, 210277, 210256)
 - v) Trimley rdbt
 - vi) Cycles on footpaths (210286)
 - vii) RG/VG land registration
 - viii) EAONE/THREE
5. **Public Open Forum**
 - i) ASB meeting 23rd February (210194)
6. Administrative matters (see correspondence)
7. Annual Meeting/Annual PC Meeting arrangements
8. Play Group closure (210290)
9. Finance
 - i) Financial reports (attached)
 - ii) Locality budget (210188, 210280)
 - iii) Correspondence
10. Planning (attached)
 - i) School relocation (210233, 210236, 210242)
 - ii) 21/0695 1 Burnt House Lane, Kirton Side extension
 - iii) 21/0981/FUL Longridge, Back Road Falkenham New dwelling
 - iv) 21/0850/LBC White Horse Inn Extension
 - v) 21/1004 Avalon 1 Alley Road Kirton Side extension/loft
 - vi) Mill River change of use application (210221)
 - vii) PC & TC Planning forum (210210)
 - viii) Correspondence
11. Environmental
 - i) Park Lane litter bin
 - ii) Grass cutting (210272)
 - iii) Correspondence
12. Recreation Ground
13. SALC Report (see correspondence)
14. Other Correspondence (attached)
15. Matters for inclusion in future Agenda
15. Future meeting:..Annual Parish Meeting Monday 12th April 2021
Annual Parish Council Meeting 1Monday 17th May 2021

CORRESPONDENCE

Matters arising

210240	J Shaw	Quiet Lanes	cir
210266	J Shiress	Quiet Lanes	js/mp
210269	quietlanes suffolk	QLS Volunteers Important Update & Action by 31 March	cir
210191	E Choi to SCC	Fwd: Bucklesham Road Finger Post ref 264995	cir
210184	ESC	RE: community partnership meeting 18th February	ah/ey
210244	ESC	Reports for F P C Partnership meeting on 18/02/2021	cir
210277	ESC	Press Release - Small Grants Scheme	cir
210256	ESC	Felixstowe Peninsula Community Partnership 22 April	ah/ec
210286	J Fothergill	FW: More Ramblings – cycling	cir

Police

210194	Police	Felixstowe ASB Meeting 23 rd February	cir
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Administration

210235	SCC	Traffic Order - Suffolk Coastal School Waiting Amendments	cir
210249	RBL	Invitation: VE Day 8th May 2021	
210262	CAS	Village Halls Elections_4Mar21	gw/ln/ac/js
210292	NALC	BREAKING NEWS	cir
210294	G Walker	Re: P Fwd: 🚨 NALC BREAKING NEWS	cir
210298	J Fothergill	RE: PC Fwd: 🚨 NALC BREAKING NEWS	gw
210299	D Jacobs	RE: PC Fwd: 🚨 NALC BREAKING NEWS	gw/ro

Play Group

210290	G Walker	Re: Preschool Closure	cir
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Finance

210278	G Walker	March Finance reports on website	cir
210188	P O'Brien	RE: locality	cir
210280	SCC	Locality Grant Offer Letter	cir
210282	SALC	ebulletin dated 8 March 2021	cir
210296	Calor	Applications are now open!	cir
210275	G Walker	Unity payments for authorisation	cir

Planning

210233	SCC	RE: Trimley St Martin Primary School and Kirton	cir
210236	J Fothergill	FW: Trimley St Martin Primary School and Kirton	cir
210242	J Fothergill per Schl	FW: New Build	cir
210221	K Riddell	Mill River Valley at Bucklesham (Potential change of use	cir
210210	ESC	Town and Parish Council Planning Forum	cir
210228	SALC	New consultation: Planning - model design code	cir

Environment

210272	ESC	Grass Cutting	cir
210214	SCC	Grit bin refilling process	cir
210189	D Jacobs	Traffic Stats for Falkenham Road	cir

SALC

210187	SALC	FW: New Online Benchmarking Group	
210218	SALC	East Suffolk South Area Forum Programme	cir
210220	SALC	Free webinar all about sleep	cir
210246	SALC	e-bulletin 1 March 2021	cir
210204/34	NALC	CHIEF EXECUTIVE'S BULLETINS	cir
210208/53	NALC	ONLINE EVENTS	
210219/45	NALC	CORONAVIRUS UPDATES	cir
210226	NALC	NALC STAR COUNCIL AWARDS 2021	

OTHER CORRESPONDENCE

210267	print4uioiswich	Printing services	
210274	CAS	DON'T MISS OUT - Covid-19 VCSE Impact Survey	
210192	Police Connect	FW: 170221 - ANPR Survey	
210199	Headway	How Headway Suffolk helps community through Covid	
210230	G Walker	Payslip	
210225	SCC	Sustainable Development Fund is open for applications	
210232	SCC	All the latest AONB news	
210255	M Allen	Nature First - Greenprint conference	
210200	I Cade to ESC	RE: PARSH COUNCIL Fwd: Felixstowe ASB Meeting	
210206	CAS	One-to-One Funding Advice Available	
210216	aepas	LACK OF SIZEWELL C COMMUNITY FORUMS	
210217	R Osborne	Town and Parish Council Planning Forum	
210223	NFLA	NFLA English Forum webinar on Sizewell C,	
210224	Planning Inspectorate	FW: EN010012 – The Sizewell C Project	
210227	R Osborne/J Fothergill	RE: Fwd: Town and Parish Council Planning Forum	
210231	CAS	Network News Training, updates and more!	
210237	CAS	How to Write a Successful Grant Funding Application	
210239	DAS	Vaccination feedback	
210248	idoxgroup	free webinar: Helping L Cs secure external funding	
210259	Clerks/Counc Direct	March edition	
210257	Police Connect	Trimley St Martin – CCTV appeal following assault	circ
210264	Police Connect	PCC calls for public support for national dog theft survey	circ
210265	Police Connect	Suffolk urged to stay resolute against virus	circ
210263	J Fothergill	FW: Town and Parish Council Forum Confirmation	
210251	ESC	Public Access Notification - DC/21/0695/FUL	circ
210273	ESC	DC/21/0849/50/LBC White Horse Inn	circ
210276	ESC	DC/21/1004/FUL 1Alley Road Extension	circ
210281	ESC	Public Access Notification - DC/21/0981/FUL	circ
210247	Tree Council	Branching Out: your latest update 🌱	rb
210182	ididoxgroup	free webinar: Helping Local Councils secure external funding	gw/mp/d
210202	K & F council	IT for kids	circ
210203	CAS	Village Hall Q + A Sessions	gw
210207	Therese Coffey	FW: Therese Coffey MP - Newsletter	circ
210209	hugofox	Want a unique planning application tracker for your website?	circ
210212	J Fothergill	Town and Parish Council Planning Forum	circ
210260	CAS	Village Hall-Re-opening update_3March21	gw/ln/ac
210261	M Allen	Countdown to Census day	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held remotely by Zoom video conference on Monday 15 February 2021 at 7.30 pm

PARISH COUNCIL

PRESENT: Messrs I Cade, J Fothergill, A P Hutton, D Jacobs, P J Lickert, M A Paul (chairman), Ms EY Choi, Mesdames J Durrant, J L Shaw, G J Walker (RFO), Mr R Brunt (Tree Warden) and 1 parishioner

1 **APOLOGIES:** E A Colvill, R J Osborne, Mr T Hatrick (PTLO). Mrs P M O'Brien (CC)

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 11th January 2021 having been previously circulated were taken as read, approved and seen to be signed by the chairman.

3. **DECLARATION OF INTERESTS**

Nothing new declared

ACTION

4. **MATTERS ARISING**

i) **Quiet Lanes** On going; Councillor Shaw has this in hand (210066/135) Suggested might be a topic for Annual Meeting and leaflets will need to be circulated. Trimley St Martin are taking responsibility for Capel Hall Lane, that part in its Parish and leads on from Back Lane; it will pay for the signs.

ii) **Flooding** Following recent heavy rainfall, 2 areas on Falkenham Road and one on Bucklesham Road had suffered flooding affecting household drives. Although reported to SCC (210049/121/124/134), it had declined to take action due to pressure on resources and in one case referred to the land owner who had responded (c210049) but only regarding the ditches not the grips. David Cope had been instructed to carry out clearance of grips on Falkenham Road. Suggested that the problem opposite 30 Falkenham Road may be a blocked drain or exacerbated by footpath/drainage works. Councillor Jacobs would contact contractor and report back to Clerk **DJ**

iii) **Rectory Lane sign** Councillor Jacobs had approached an independent supplier but cost similar to that of SCC.

iv) **Footpath signs** On going. Councillor Paul observed that it was difficult to progress at the moment due to current circumstances (210064)..

v) **Community Workshops** The next meeting is on 18th February via Zoom; Clerk will try to attend. Councillor Hutton had circulated the Grant Appraisals (c210035).

vi) **Trimley Road accident/vegetation** Councillor Cade agreed to discuss with SCC highways. **IC**

vii) **Tree planting** The grant of £100 to the Community Area had been made.

viii) RG/VG land registration Response outstanding.

ix) EAONE/THREE Hedge work scheduled for the following weekend.

x) Covid 19 update Councillor Durrant reported that the “East Bag” from ESC (210103) for isolated/lonely residents was in hand.

5. **PUBLIC OPEN FORUM**

Agreed the Clerk should write to Mr Hollingsworth of Russells Farm thanking him for his efforts in keeping road open during the recent snow crisis.

No reports had been received from Police or County Councillor, Mrs Allen (DC) had circulated various emails on help to vulnerable people, NHS Number finder and bin suspension due to snow.

6. **ADMINISTRATIVE MATTERS**

i) Annual meetings Confirmed Annual Meetings is fixed for 12 April and Annual Parish Council Meeting for 17th May. Possible ideas for a speaker were discussed; a talk on Local Ecology, Falkenham matters. Advice from SALC.in Bulletin 49 (210154) noted and Government direction awaited. Format for remote meeting would need to be researched

CL’K/MP

ii) Bus services A bus timetable update had been received (210084) suspending Park and Ride services due to pandemic. Mr Hatrick (PTLO) had confirmed (210089) that local bus service continue to operate but advised on reductions in Felixstowe/Ipswich rail services

iii) Felixstowe Beach Village Consultation on proposal for new beach huts (210136) noted but no response proposed.

7. **CODE OF CONDUCT**

ESC had confirmed that it did not propose to revise the Suffolk Code of Conduct in the light of the NALC revision (210041/123). Agreed Council would continue to adopt Suffolk code.

8. **CYCLES ETC ON FOOTPATHS**

Councillor Paul reported on experience of cycles and electric motor cycles using footpaths which was not only disruptive to walkers was damaging the paths and illegal. Suggested a note is posted on the web site; Councillor Fothergill offered to discuss with village cycling representative.

GW/JF

9. **FINANCE**

i) Financial reports (attached) Financial/monitoring reports to 1st February having been previously circulated (210118) were a verified by Councillor Choi. and accepted. A Precept of £22,146 had been requested (210043).

ii) Locality budget Mrs O'Brien having previously confirmed a budget of £1100 being available, proposed D Jacobs, seconded J Shaw and carried this should be set aside towards the eventual replacement of the Rectory Lane sign. Clerk to advise Mrs O'Brien.

CLERK

iii) CIL payments Following the approach from ESC (210099) the RFO had submitted the appropriate reports on expenditures between 2018 and 2020 (210163).

iv) Grants DAS had acknowledged receipt of its grant (210056). ESC proposal to pass on to PC/TC Government support grant (210058) noted.

v) Banking Authorised payments

3 villages woodlands/grant £100 G J Walker/zoom a/c £43.17

G Walker/salary £86.80 D L Cope/verge drain £34

Councillor Hutton has yet to register as authorised signature.

vi) Audits RFO to confirm Heelis as Internal Auditor. External audit is not anticipated this year.

GW

10. PLANNING

i) Local Plan Nothing to report and agreed can be dropped from the agenda

ii) Reeve Lodge/School relocation Mr Mumford (SCC) had confirmed that relocation of Trimley St Martin Primary School to the new site is scheduled to be complete by 2024, subject to housing development at Reeve Lodge (210091). Councillor Fothergill confirmed that PCs response to Pigeon consultation had been resubmitted to Pigeon and forwarded to Mr Mumford (210137) who acknowledged there were highway issues to be resolved. Following questions on the future of superb ancillary facilities at the existing school, Councillor Fothergill would have discussions with headteacher on the School's wishes.

JF

iii) Planning applications considered

a) 20/5258/FUL Avalon 1 Alley Road, Kirton
Proposed Side Extensions with new roof creating loft a
accommodation (REVISED PLANS)

The Council noted changes that had been made to the parking arrangements but had no further comments to add.

b) 21/0095/96 The Old Maltings 23 Trimley Road Kirton
Erection of a single height extension, on two slightly different levels.
To include two glass roof lanterns, after poor quality, timber sun room
and former coal shed has been removed.

A remote response had been prepared and submitted objecting to the proposal as inappropriate to a listed building.

c) 20/4206/ROC Grooms Cottage Swiss Farm Falkenham Road
Removal of Condition No 4 of C/91/0931 - Change of use of
farm office to provide accommodation for live-in groom in
conjunction with livery stables.

The Council agreed that the proposal be supported on the understanding
that the cottage remained part of Swiss Cottage; a listed building.

d) 21/0654 5 Bucklesham Road, Kirton
First floor extension, porch, balcony & elevation alterations.

The Council had no comments to make on these proposals.

iv) Sizewell C Communications as appropriate circulated for interest.

v) Monitoring & Open Data/Building & Planning updates Circulars from
ESC (210139/146) circulated for information

11. **ENVIRONMENT**

i) Grit bins The use of grit bins during the recent snow falls was reported
to have worked reasonably satisfactory

ii) Recycling bins Reminder from ESC on use of bins (210120/116)
circulated.

12. **RECREATION GROUND** (attached)

i) Recreation Ground sign Councillor Lickert is to speak to John Beer
regarding the temporary sign on the fence at the entrance from Paddock
Close.

13. **SALC REPORT**

i) Circulars NALC/SALC bulletins etc circulated as appropriate.

ii) Councillor Lickert would be attending the Police Seminar on March
8th on speeding issues.

14. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

15. **MATTERS FOR INCLUSION IN FUTURE AGENDA**

Flooding 30 Falkenham Road, Playgroup closure, Park: Lane litter bin

16. **DATE OF NEXT MEETING**

Monday 15th March 2021 by remote facility at 7.30 pm
There being no further business the meeting closed at 9.55 pm.

Signed.....
Chairman

Date.....

REPORTS

PLANNING

		PC	ESC
<u>Existing applications</u>			
20/1860/OUT	Land Off Howlett Way Trimley St Martin Phased construction of up to 340 dwellings	Object	
20/4612/FUL	Bramble Barn Back Road Falkenham Erection of first floor rear balcony	No comment	Granted
20/5107/FUL	4 Church Lane Kirton Suffolk IP10 0PU To refurbish existing flat roof extension and incorporate into extension - all on rear elevation. Render all external wall surfaces except east elevation in grey 'K' render. Clad East elevation in grey hardi-plank. Remove garage. remove rear chimney stack.	No comment	Granted
20/5258/FUL	Avalon 1 Alley Road, Kirton Proposed Side Extensions with new roof creating loft accommodation (REVISED PLANS)	No comment	Withdrawn
21/0095/96	The Old Maltings 23 Trimley Road Kirton Erection of a single height extension, on two slightly different levels. To include two glass roof lanterns, after poor quality, timber sun room and former coal shed has been removed.	No comment	Withdrawn
20/4206/ROC	Grooms Cottage Swiss Farm Falkenham Road Removal of Condition No 4 of C/91/0931 - Change of use of farm office to provide accommodation for live-in groom in conjunction with livery stables.	No comment subject to listed status	
21/0654	5 Bucklesham Road, Kirton First floor extension, porch, balcony & elevation alterations.	No comment	

New applications

21/0695	1 Burnt House Lane, Kirton Construction of a two storey side extension, single storey front porch, render and external insulation of existing concrete walls.		
21/0981/FUL	Longridge, Back Road Falkenham Severance of side garden and erection of new dwelling, and associated works.		
21/0849/50	White Horse Inn 15 Bucklesham Road Kirton Listed Building Consent - Extension to rear of existing kitchen to incorporate existing scullery		

21/1004

Avalon 1 Alley Road Kirton

Proposed Side Extensions with new roof creating loft accommodation.