

PARISH of KIRTON & FALKENHAM

Dear Sir/Madam,

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that a meeting of the **Parish Council** of the above Parish will be held at:
THE RECREATION GROUND PAVILION

on **Monday** the **14th** day of **March 2022** at **7.30 pm**

Signed *C A Shaw*
Clerk

A G E N D A

1. Apologies
2. Minutes of meeting held on 14th February 2022
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**
 - 1.1 Police Report
 2. Parishioners questions
 3. County/District Councillor Reports
 4. PTLO/ Tree Warden reports
5. Matters arising
 - i) Falkenham Notice Board
 - ii) Rectory Lane finger post
 - v) Beacon risk assessment (220180/84/89/91)
 - vii) EAONE/THREE
 - ix) Verges update
 - xi) Community Workshop
 - ii) Treebilee oak (220199/202,220201/233)
 - iv) VG tree lights/power supply (220265)
 - vi) Discovering Suffolk (220238)
 - viii) Quiet Lanes (220264)
 - x) History Recorder
6. Administrative matters
 - i) Queen's jubilee (220269, 220234, 220277)
 - ii) Annual meeting arrangements
 - iii) Festival of Suffolk torch bearer (220197)
 - iv) Code of Conduct
 - v) Training (220241/252)
 - vi) Broadband (220218/39/40)
 - vii) Fish & Chip vans (220227)
 - viii) Correspondence
7. Finance (attached)
 - i) Financial & Monitoring report (220251)
 - ii) Internal Audit
 - iii) Correspondence
8. Planning (attached)
 - i) DC/22/0608/FUL/C/22/0609/LBC The Old Maltings
 - ii) DC/22/0687/FUL 1 Grays Orchard
 - iii) Correspondence
9. Environmental
 - i) Falkenham Creek memorial bench (220210)
 - ii) Swiss Farm trees (220280)
10. Recreation Ground
11. SALC Report
12. Other Correspondence to note (attached)
13. Matters for inclusion in future Agenda
14. Date of next meeting:- AM Monday 11th April 2022 at 7.30pm.
APCM Monday 9th May 2022 at 7.30pm.

CORRESPONDENCE

Police

220207	Police Connect	dangers of driving whilst using a mobile phone	circ
220193	Police Connect	28 vehicles checked in operation in Ipswich	

POF

220199/202	ESC/Norse	RE: Treebilee, oak31/12/1899	circ	2 emails
220201/233J	Durrant	Fwd: Treebilee, oak		3emails
220265	D Jacobs	Village Green Christmas Tree Lights	circ	4 email
220192	N Power	Catch up on the key energy market news		
220180/84/89/91	counc	Fwd: PARISH COUNCIL BEACON LIGHTING	circ	
220238	SCC	Discovering Suffolk Project – Delivery of volunteer pack		
220264	quiet lanes suffolk	IMPORTANT -- QLS Project Update for Waves 1, 2, 3 & 4	circ	

Administration

220269	Bruno Peake	Participants Press Release		
220234	J Durrant	Jubilee Celebrations-electricity supply	dj	
220277	J Durrant	Jubilee Celebrations - Rental of the Pavilion		mp
220197	Festival of Suffolk	- Get involved in the Torch Relay ✨	circ	3emails
220241	S Mowles/G Christian	Fwd: SALC training and network e-bulletin 17 Febr	circ	2 emails
220252	SALC	Delegate pack and Zoom room for module one	sm	
220218	plusnet	Plusnet Business - order update	dj/mp	
220239	plusnet	Your fibre broadband service is now up and running	circ	
220240	plusnet	Important information about your prices and terms	circ	
220227	P Lickert	Fish and Chip van advertising	circ	5 Emails
220242	J Durrant	Ukrainian Appeal	circ	2 emails
220254	Councillors	Re: Ukrainian Appeal	circ	6 emails
220255/63	M Richardson/TSMPC	General Info update / suggestion	curc	

Finance

220251	G Walker	PC March Finance reports available	dj/gw/js	2 emails
220203	Norse	RE: Grounds maintenance 2022	circ	
220229	Display Wizard	Your order - Please find your invoice attached.	gw/mp	
220250	G Walker	Unity authorisation please		2 emails
220261	ESC	25605 Training invoice Mowles/Christian	gw/gc/sm	
220262	swarco	SID Silver Maintenance Contract Expires 10/04	gw/dj/mp	2 emails

Planning

220232	ESC	DC/22/0608/FUL/C/22/0609/LBC The Old Maltings	circ	
220268	ESC	DC/22/0687/FUL1 Grays Orchard		
220231	Sizewell C	Planning Inspectorate submits Sizewell C report	dj	2 emails
220272	ESCC	Preparation of Housing in Clusters and Small-Scale Res Devel	circ	
220274	national highways	National Highways Presentation - A14 junctions 58 to 59c	irc	
220202	ESC	Review of Local Validation List - Initial consultation		

Environment

/220210	J Solway	Memorial Bench at Falkenham Creek		
220280	ESC	RE: Swiss Farm, Falkenham	js/mp	
20177/85	Trimley St Martin PC	RE: DIFFICULTY JOINING A14		
220221	tree council	Free Copse in a Box + Winter tree ID guide	rb	
220230	SCC	News from the AONB		

SALC

220182/244	NALC	NEWSLETTERS		
220195/209/237	SALC	training and network e-bulletin 17 /22/ February /1 March	circ	
220205/35	SALC	news e-bulletin 21/28 February /4 th March2022	jb/circ	
220215	SALC	e-newsletter - February 2022		
220216	SALC	CLIMATE FORUM NETWORK		
220224/70	NALC	CHIEF EXECUTIVE'S BULLETIN		
220226	SALC	area forums - March 2022		
220245	SALC	Important update regarding 2021-2022 salary scales		
220256	NALC	☆ STAR COUNCIL AWARDS 2022		
220258	SALC	SALC area forums - March 2022		

Other Correspondence

220257	Police Connect	Over 300 offences detected during operation targeting HGVs	
220266	Police Connect	Car damaged in Felixstowe	
220211	SCC	AONB Community grants - closing for applications 3rd March	
220178	J Gardiner	Re: Use of the green	pl
220179	D Jacobs	Fwd: Fw: Queens Jubilee Beacon Lighting.	
220181	N Power	Our preparation for Storms Dudley and Eunice	circ
220183	OS	Reminder: Are we delivering what you need?	
220186	Kirton & Falkenham	Updates to the Highway Code	circ
220187	I Cade/D Jacobs	Fwd: DIFFICULTY JOINING A14	2 emails
220188	D Jacobs	Potential tree branch Danger on Trimley Road	circ 3emails
220190	D Jacobs/counc	Sort of urgent: Fish and Chips on the green	6 emails
20198	M Bowtell	Methodist request to park on Green.	2 emails
220246	M Bowtell	Parking on green.	
220204	RBL	Celebrating Her Majesty's Platinum Jubilee 2022	
220213	SCC	Work Well Suffolk Newsletter February 2022	
220214	CAS	ACRE Guidance: 23rd February 2022	
220217	CAS	News Funding, training and more!	
220219	parish on-line	Parish Online Newsletter - February Edition	
220220	CAS	Funding & Development Update March 2022	
220222	ESC	FW: Upcoming local events and employment opportunity	
220223	ESC	FW: Invitation to Guided tour of Deben Community Farm.	
220225	national highways	A14 junction 60 (Dock Spur Rdt) – traffic signal renewal	circ
220228	G Christian	Councillor training	
220247	Lexis	purchase your 2022 legal titles today	
220248	N Power	Energy market update	
220260	N Power	Why are energy prices so high?	
220267	R Kerry	March Report	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 14th February 2022 at 7.30 pm in the Recreation Ground Pavilion

PARISH COUNCIL

PRESENT: Messrs I Cade, G Christian, D Jacobs,, P J Lickert, S Mowles, M A Paul (chairman), Mesdames J Durrant, J L Shaw, Mr G J Walker (RFO), Mr T Hatrick (PTLO), Mr R Brunt (Tree Warden) and 1 Parishioner.

1. **APOLOGIES:**

J Fothergill, EY Choi, E A Colvill, R Kerry (DC), M Richardson(DC)

2 **MINUTES OF LAST MEETING**

The minutes of the meeting held on 20th January 2022 having been previously circulated were taken as read, approved and signed by the chairman.

3. **DECLARATION OF INTERESTS**

Nothing new offered.

4. **PUBLIC OPEN FORUM**

Police Report None received. Report of theft of heritage post boxes (22062) noted.

Parishioners Questions Suggestion raised that some acknowledgement such as a plaque might be attached to the Village Sign during the Jubilee celebrations to record that it was fabricated by Alec Jacobs. Councillor Jacobs agreed to speak to the family. He also confirmed arrangements about lighting when the beacon is lit. Noted with satisfaction that renovation of 1 Burnt House Lane is underway. It was reported that 160 hedges and trees had been ordered for the Community Woodland.

County Councillor's Report None received

District Councillor's Report The January report from the District Councillors (220116) had been circulated

PTLO Report Mr Hatrick reported that train services from Felixstowe had been fully restored.

Tree Warden Report Apart from observations on the latest tree work at the Maltings, noting that the proposals had been refused by ESC.
Clerk to contact Enforcement Officer at ESC about Swiss Farm trees which had so far not been planted.

ACTION

5. **MATTERS ARISING**

i) Falkenham notice board The Clerk had confirmed outstanding details for the agreed notice board (220089/106), the larger size of which had been ordered.(220136/8). Erection arrangements to be agreed after delivery; **CLERK**

- anticipated the end of March. Councillor Jacobs would investigate a heading board. **DJ**
- ii) Treebilee oak Agreed Clerk would discuss with J Beer the location for the tree on the Recreation Ground. **CLERK**
- iii) Rectory Lane finger post Update still awaited from CC; Clerk to contact CC again. **CLERK**
- iv) VG power/tree lights Ongoing. Councillor Jacobs confirmed that he will be seeking to have a new set of tree lights purchased, initial enquiries indicate that costs could be in the region of £1,000.
- v) Quiet Lanes Awaiting conclusion of advertising period on 22nd February when design notices will go up.
- vi) EAONE /THREE Councillor Paul reported that replacement hedges were being planted for Falkenham northwards and trial holes for ducts in hand.
- vii) Discovering Suffolk On-going.
- viii) Beacon risk assessment To be circulated by Councillor Jacobs for discussion/approval at March meeting. **DJ/C’K**
- ix) Community Workshop FPCofficer’s report (220116) circulated.
- x) History recorder Clerk had attempted to contact new Recorder for talk at Annual meeting, but had had no response. Suggested she may have withdrawn. Clerk to contact secretary of History Recorders Assoc. to determine status. **CLERK**

6. ADMINISTRATIVE MATTERS

- i) Damaged verges Council noted complaints about damaged verges (220090) at Rectory Lane and Alley Road. Agreed to monitor and report at next meeting
- ii) Southbound slip road to A14 J59 Difficulties with joining A14 from this road (220119/124) raised by Trimley PCs not seen as a problem by K & F councillors. Clerk to convey this to the Trimleys; Councillor Jacobs would be interested in joining any meeting with National Highways.
- iii) Queen’s Jubilee Lighting of beacon had been registered with the pageantmaster (220085). Councillor Durrant having circulated costings for the proposed celebrations on the VG/RG, seeking a grant of £480; proposed D Jacobs, seconded J Shaw and carried that a grant of £500 be made.
- iv) Community Governance Review The Council had no comments to make on this ESC review (220105).
- v) Kirton Road Traffic Order The proposals regarding double yellow lines around the school (220117) noted.

vi) Speaker for Annual Meeting Councillor Paul will approach an individual to give a short talk on Local Ecology.

7. **FINANCE**

i) Finance/ Monitoring reports The RFO presented reports to 7th February 2022 (220127) which having been verified by Councillor Jacobs, were approved and signed by the chairman. He explained that the Council is currently underspending quite significantly against budget, and that it should seek to conclude any planned purchases before the end of March. Importantly the purchase of new Christmas Tree lights ,to a budget of up to £1k, was approved. He would not expect the need for an External Audit this year. It was noted that the Council has been advised that any NPower invoice would be delayed (220145).

ii) Data protection update G Walker (RFO) having circulated a statement (220096) updating policy on data protection and management, he advised councillors of its implications and responsibilities and directing their attention to “Good Councillor’s Guide to Cyber Security” and “Register of Processing Activities”. Data on the Council’s computer is now secured on One Drive.

iii) Internal audit asset control Consultations between the Clerk and RFO (220092) had clarified issues over the asset register and the status of the RG

iv) Grants SCC had forwarded the sum of £1,100 (22068/74) from the Locality Budget towards improvements of the village hall. Acknowledgments of grants had been received from DAS, St Elizabeth Hospice, SARS, CAB, EAAA, Magpas.

v) Banking Authorised payments

Kirton VH/grant	£1100	C A Shaw/salary	£345.60
-----------------	-------	-----------------	---------

G J Walker/salary	£87.	D L Cope//hedge cutting	£160
-------------------	------	-------------------------	------

Display Wizard/NB	£317.19		
-------------------	---------	--	--

vi) VG grass cutting Agreed quotation from Norse to cut VG during 2022 for £ 450.75 + VAT (220154) be accepted. Clerk to enquire about cutting schedule particularly in advance of the Jubilee celebrations on the Green.

CLERK

vii) Broadband The Clerk in consultation with Councillor Jacobs had arranged for the Council’s broadband server to move from Phone Co-op to Plustnet from 1st March (2201589164) on a 2 year contract, at a saving to the Council.

8. **PLANNING** (attached)

i) 10 Burnt House Lane Noted this application had been refused by ESC and gone to appeal (220094). The Council had no new observations to make

ii) Planning and Building Newsletter (220098) circulated and noted.

9. **ENVIRONMENT**

i) Deben Water Quality Study The formation of a partnership to study this issue (220131) noted; Councillors Jacobs and Cade had made personal submissions.

ii) Community Woodland Councillor Durrant confirmed the securement of the trees from E Forest (220033) reported earlier during POF.

iii) Tree Council Latest Branching Out newsletter (2200091) passed to Tree Warden.

iv) Greenprint Winter newsletter (220134) circulated.

vi) Warm Homes Advice from ESC on how to keep homes warm (2203147) during the current energy crisis had been placed on the Council web site.

10. **RECREATION GROUND** (attached)

i) Charity Commission Submission of Annual Return (220065/67) confirmed.

11. **SALC**

i) Circulars and bulletins Circulated as appropriate.

ii) Training Councillors Christian and Mowles to be advised of coming courses

CLERK

12. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

Bus shelter repairs, Annual Meeting

14. **DATE OF NEXT MEETING**

Monday 14th March 2022 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.10 pm.

Signed.....

Chairman

Date.....

REPORTS

PLANNING REPORT

		PC	ESC
<u>Existing applications</u>			
20/1860/OUT	Land Off Howlett Way Trimley St Martin Phased construction of up to 340 dwellings	Object	
21/1775/FUL	Croft Farm, Innocence Lane Kirton Conversion of existing barns to residential	No comment	Granted
22/0006/TPO	Woodlands, Falkenham. Reduce crowns of 5 Ash Trees	No comment	Granted
<u>New applications</u>			
AP/21/0053/REFUSE	10 Burnt House Lane, Kirton Planning Appeal Consultation	No comment	
22/0608/9/LBC	The Old Maltings, 23 Trimley Road, Kirton, Listed Building Consent - Erection of a single height pitched roof extension etc etc		
22/0687/Ful	1 Grays Orchard, Kirton Single storey side extension		