

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 9th day of March 2020 at 7.30 pm**

Signed. **C A SHAW**
Clerk

To: All Councillors

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. Parishioners questions
3. County/ District Councillors' Reports
4. PTLO/ Tree Warden reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 6th January.2020
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
 - ii) Dog fouling signs
 - ii) SID report/maintenance agreement
 - iii) EAONE/THREE
 - v) VG signpost
 - vi) VG/RG Land Registration
 - vii) Locality budgets projects
 - viii) Community workshops
5. Annual meeting arrangements (c20015560/7)
6. Administrative matters
 - i) GDPR (c200193/199/201)
 - ii) Correspondence
7. Finance (attached)
 - i) Finance and monitoring reports (c200201)
 - ii) VG grass cutting (c200175)
 - iii) Correspondence
8. Planning (attached)
 - i) Local plan (c200143/53, c200156, c 200161/70)
 - ii) Trimley St Martin School (c200138/192, c200154)
 - iii) Planning applications *C20/0658/VOC 4 The Maltings, Kirton
Variation of condition 2, Ref C16/5420

C20/0815 Lorry parking application Stratton Hall*
 - iv) Correspondence
9. Environmental See Correspondence
10. Recreation Ground (attached)
11. SALC Report
12. Other Correspondence (attached)
13. Matters for inclusion in future Agenda
143. Date of next meeting:- APCM Monday 11th May 2020 in the R G Pavilion at 7.30pm.
ANNUAL MEETING 20th APRIL 2020 RG PAVILION AT 7.30 PM

CORRESPONDENCE

Matters arising

200162	S Harvey	Quiet Lanes report	circ
200141	P O'Brien	RE: COMMUNITY BUDGETS	
200142	M Allen	RE: COMMUNITY BUDGETS	

Administration

20015560/71	J Millander	RE: CLIMATE CHANGE INITIATIVE	circ
200193	myparish council	Suffolk - Parish Council Websites Challenge - WCAG 2.1	
200199	suufolk cloud	Website accessibility guidelines	
200190/91	SCC	Traffic Regulation Orders	
200210	ESDC	School Entrance Markings Traffic Regulation Order	
200207	ESDC	East Suffolk Council Parking Consultation Launch	

Finance

200201	G Walker	Feb Finance reports available	circ
200175	Norse	RE: KIRTON V G GRASS CUTTING 2020 £424.87 mwp/dj/g	
200139	G Walker	Re: Cllr. Patricia O'Brien's Locality Budget grant confirmation	
200166	SCC	Locality Budget - Payment Query	
200145	G Walker	Re: Information regarding cri scribe renewal pricing	
200159	EACH	Report and appeal for grant	
200187	G Walker	Feb payslip	
200151	The Phone Co-op	Your invoice from The Phone Co-op £41.40	
200211	SALC	RE: WEBSITE ACCESSIBILITY	

Planning

200143/53	Tr St Martin PC/ESDC	Inspector's Main Modification Letter	circ
200156	Tr St Martin pc per Neill	FW: Local Plan Inspector's Post Hearings Letter	
200161/70	P Rastrick/Icade	Re: Inspector's Main Modification Letter	
200138/192	SCC	RE: TRIMLEY ST MARTIN SCHOOL	circ
200154	Tr St Martin HT	Re: TRIMLEY ST MARTIN SCHOOL FUTURE	circ
200204	I Cade	Lorry parking application Stratton Hall	circ
200209	J March	Re: Lorry parking application Stratton Hall	
200136	SCC	RE: ENF/2019/0260/COND - 32/34 Falkenham Road	circ
200194	ESDC	ACTION REQUIRED Planning Electronic Consultations	
200144	ESDC	Monitoring and Open Data Update	circ
200176	ESDC	Falkenham War Memorial - Notice of Listing	circ

Environment

200184	ESDC	FW: Suffolk Refill Directory launched	circ
200148	ESDC	Is Your Council Taking Part In #GBSpringClean	
200182	SCC	Suffolk Coast & Heaths AONB - 50th Anniversary	
200189	SCC	AONB Monthly Update SCH AONB	

SALC

200140	SALC	March Area Forum 12th March	cic
200183	SALC	Suffolk Coastal March Area Forum 23 rd January Notes	circ
200178	SALC	SALC E-bulletin dated 20 February 2020	circ
200147	SALC/ESDC	Asset of Community Value (Right to bid) workshop 18 th June	

OTHER CORRESPONDENCE TO NOTE

200158	TASC	FOE Event Tuesday 3rd March re Sizewell C	circ
200137	TASC	Public Meeting-Saturday 14th March	
200205	TASC	Public meeting on the environmental and other concerns	
200198	R Kerry	March Report	circ
200146	email.box	New Forrester Report names Box a Leader	
200169	Police Connect	Appeal following road traffic collision in Felixstowe	
200185	Police Direct	Suffolk Constabulary survey: only three days away	
200150/177	CAS	Important information for Village Halls and Comm Buildings	
200152	Bildeston PC	RE: VILLAGE GREENS AND LAND REGISTRY	mp/dj
200164	M Allen	East Suffolk Council in new BBC housing series	
200168	Scribe	Save time with your financial year end..	
200187/197	fabricationsne	Remembrance Bench/ Low cost Public Seating/VE DAY MEMORIAL	
200188	ESDC	RE: Falkenham War Memorial - Notice of Listing	
200193	myparishconcil	Suffolk - P C Websites Challenge - WCAG 2.1	
200173	NALC	CHIEF EXECUTIVE'S BULLETIN200186	
200195	NALC	CHIEF EXECUTIVE'S BULLETIN	
200149	NALC	NALC NEWSLETTER	
200157	NALC	CHIEF EXECUTIVE'S BULLETIN	
200208	NALC	HELP NALC IN ITS GROUND-BREAKING RESEARCH	
200163	SALC	FW: Catch it Bin it Kill it (CiBiKi) Campaign Material	
200174	SALC	Clerk networking: Monday 9 March	
200179	SALC	Request for information village gates	
200186	SALC	Allotment management course	
200196	J Beer	RG report for 9th March	
200206	RSN	The Rural Bulletin - 03 March 2020	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 10th February 2020 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 7 Parish Councillors, PTLO, Tree Warden, 2 District Councillors, 25 Parishioners and 3 visitors/speakers.

1. **Police Report** Appeal for response to Police Commissioners letter on council tax consultation noted. No new crimes to report apart from those in December recorded for Alley Road and near Struston Mead.
2. **Trimley St Martin School** Mrs Painter (Chair of Governors), supported by Mrs Ross (Headteacher), gave a presentation on the Governors' deliberations on the future of Trimley St Martin School. They had been asked by SCC to consider 3 options, Option1: Expand Existing School, Option2: Create an Additional School, Option3; Relocate totally to a new Site and School in Trimley. They outlined their reasoning for the eventual decision to express a preference for Option 3, emphasising that their primary concern remained the education of the children. In the discussion that followed parishioners questioned the increased distances villagers would need to take, infrastructure problems, their satisfaction with the calibre of the existing school and the wish for it to be retained.
3. **Parishioners Question** Confirmation given on the clearance of the land at 1 Burnt House Lane with a view to redevelopment and the future of the associated oak tree, by the owner.
3. **County Councillor's Report** Mrs O' Brien (CC) had submitted a report which referred to the decision against the Ipswich Northern by-pass, that SCC was "top of the league" in Care Quality, the new Permit Scheme for roadworks, a review of Children's Centre services and the Police Commissioner's consultation on police tax increase.
4. **District Councillors' Reports** Mr Kerry (DC) had circulated the Gateway to Home Choice Annual report and referred to a study into empty homes. Mrs Allen's (DC) report covered the transfer of parking responsibilities to District Councils, £700,000 Government grant for Rough Sleepers aid, the allocation of funds to the Community Partnership groups and the opening of a food bank in Trimley on Thursdays. She gave a reminder on her Community Budget.
5. **PTLO Report**. Nothing reported.
6. **Tree Warden Report** Nothing reported.

PARISH COUNCIL

PRESENT: Messrs J Fothergill, D Jacobs, P J Lickert, M A Paul (chairman), Ms EY Choi, Mesdames J Durrant, J L Shaw, G J Walker (RFO), Mr T Hatrick (PTLO), Mr R Brunt (Tree Warden), R Kerry (DC), Mrs M Allen (DC) and 4 Parishioners.

APOLOGIES:

I Cade (holiday), A P Hutton (unwell), R J Osborne (business), E A Colvill (unwell), Mrs P M O'Brien (CC).

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 6th January 2020 having been previously circulated were taken as read, approved and signed, subject to amending para 4 (viii) to read “opposite Beacon Cottage” and not Brook Lane.

3. **DECLARATION OF INTERESTS**

Noting new declared.

ACTION

4. **MATTERS ARISING**

i) Dog fouling Councillor Lickert confirmed new signs had been ordered and would be posted once received. **PL**

ii) SID Councillor Jacobs reported that the equipment had malfunctioned twice in the last month and had been repaired under warranty. Proposed M Paul, seconded J Shaw and carried that a maintenance agreement (c200128) at around £300 pa should be set up. **DJ/RFO**

iii) EAONE/THREE Nothing significant to report.

iv) Quiet Lanes At the invitation of the chairman, Mrs Harvey gave a report on her recent Greenprint Forum meeting on Quiet Lanes, outlining procedures and the savings that can be made by direct input of Parish Councils. The interest of the Parish Council in creating these for Back and Brook Lanes had been recorded (c200104). Agreed should be discussed at next meeting. **CLERK**

v) VG/Rectory Lane direction sign Councillor Jacobs had been in contact with SCC (c200027/124), which acknowledges that sign requires renewal and quotes are being sought. **DJ/SCC**

vi) VG/RG Land Registration Councillor Jacobs reported that he considered registration process over complicated and recommended consideration should be given to entrusting it to a conveyancing clerk which could cost in the region of £500. Council would support such an approach. Clerk still awaited response from Brandeston PC and would pursue. **DJ/C’K**

vii) Hedges, verges, flooding, road closures SCC had been advised of parishes discontent and a limited response had been received (c200085).

viii) Locality budgets Clerk to confirm with CC and DC’s extent of grants available. **CLERK**

ix) Community Management System Clerk had registered (c200078),

x) England Coastal Path A response had been sent (c200024) expressing concerns about the establishment of a footpath around the Deben Estuary

xi) Community workshop event Clerk would endeavour to attend on 24th February. **CLERK**

xii) Trimley St Martin School Following the earlier discourse during POF, the Council agreed its preference remained with Option 2 (for 2 schools) and this view should be relayed to the Governors, together with the opinion that they had not adequately considered the other option and should reconsider. **CLERK**

5. **ADMINISTRATIVE MATTERS**

i) Register of Electors The Clerk had sight of the latest Full Register (c200099).

6. **FINANCE**

i) Financial reports (attached) The income/payments and monitoring reports to 31st January 2020 (c200105) having been circulated by the RFO, were accepted, confirmed by Councillor Choi and signed by the chairman.

ii) Broadband Clerk had renewed security suite with Kaspersky (c200084).

ii) Grants Acknowledgements had been received from St Elizabeth Hospices (c200070), EACH (c200096). Appeal received from Suffolk Neighbourhood Watch (c200018). **F&GPC**

iii) Pensions Regulator Updated re-declaration (c200042) acknowledged .

iv) Scribe Following recommendation by RFO (c200132); proposed D Jacobs, seconded J Fothergill and carried that the subscription to the Scribe Finance suite should not be renewed as the package being used by the RFO was adequate. **GW**

7. **PLANNING**

i) Local Plan Inspector's report awaited. KATCAG correspondence on Howlett Way housing (c200026/32) noted.

ii) Sizewell C EDF update on planning progress and local Councils' response (c200028/29) noted but not seen as particularly relevant to this Council at the present time.

iii) 1 Burnt House Lane Council had nothing further to add, but will continue to monitor (200056/61/65, 200115/117)

iv) East Suffolk Forum Notes and slides from Forum on 23rd January noted and circulated (c200087/95).

v) Planning applications Application considered
DC20/0087 21 Paddock Close, Kirton
Conservatory to be added to rear etc etc
Agreed the Council had no comments to make **CLERK**

8. **ENVIRONMENT**

i) Great British Spring Clean National and local appeals to participate in clean up in March (c2000092/43) noted. Councillor Jacobs would put on web site. **DJ**

ii) VG grass cutting Agreed Norse should be approached for a quote to cut during 2020. **CLERK**

iii) Climate change Noted from a circular from Mrs Allen (DC) (c200134) of offer to address Parish Councils, agreed Mr J Mallinder be invited as speaker at Annual Meeting in April. **CLERK**

9. **RECREATION GROUND**

No report received.

10. **SALC**

i) Courses RFO will attend course on GDPR in March (c200019).

ii) Newsletters E-bulletin 24 January (c200081) and “Local Councillor” (c200101) circulated.

11. **OTHER CORRESPONDENCE TO NOTE**

Other correspondence as listed on agenda noted.

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

Annual Meeting speaker/arrangements, Quiet Lanes, VG/RG Land Registry, Locality budget projects, Local Plan, EAONE/THREE.

13. **DATE OF NEXT MEETING**

Monday 9th March 2020 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.50 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

Existing applications

		<u>PC</u>	<u>ESC</u>
20/0111	84 Bucklesham Road, Kiron Proposed alterations and extensions	No Comment	Granted

New applications

20/0658/VOC Snape House, 4 The Malting
Variation of condition 2 on application 16/5420
(Erection of garden outbuilding)

RECREATION GROUND

Pavilion : After a few traumas with the new doors, things have now settled down. It is good to find after heavy rain there are no puddles to clear up in the lounge area, and there are no draughts any more !!!

Play-Area : Regular weekly mini inspections are still taking place to satisfy new insurance regulations. Annual inspection in November again found no high risk problems. Just a few medium and several low risk ones. Cat mess seems to have stopped for now !!

Fitness Equipment / Zip wire : No new problems.

Ground : Peter has ordered new 'dog mess' signs. There is certainly no improvement in the mess being left around the ground. Many dog walkers are picking up other peoples' dog mess but even then there are several piles left around. The new outdoor table tennis table has been ordered. Likely installation is April/May 2020. The car park has been patched up again after numerous pot holes appeared after the pavilion was used for the election in December. We are having the rough piece of ground just outside the main gate tarmacked in the middle of March (12th and 13th). Also getting a specification and then some quotes to have the whole car park tarmacked. Then we will be looking at grants/donations etc. J Beer March 2020