

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 28th day of October 2019 at 7.30 pm**

Signed *C A Shaw*
Clerk

To: All Councillors

A G E N D A

PUBLIC OPEN FORUM

Please note that since one or more Councillors have declared interests in the SCDC call for sites consultation, any questions related to this raised during the POF will not be responded to until the appropriate point in the agenda

1. Police Report (**c191112, c1100, c191019**)
2. Parishioners questions
3. County/ District Councillor Reports
4. PTLO/ Tree Warden reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on Monday 9th September 2019
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) Grit bins (**c191030, c191049**)
 - ii) Dog bins (**c191031**)
 - iii) SID (**c191069**)
 - iv) EAONE/THREE
 - v) Schools consultation
 - vi) GDPR (**c191094**)
 - vii) Village Green maintenance (**c191021**)
5. Remembrance Sunday
6. Christmas lights
- 7.. Pub sale
8. Administrative matters (**see correspondence**)
9. **Annual Finance & General Purposes meeting**
 - i) Financial reports (to follow)
 - ii) Salaries
 - iii) Financial Budget 2020/21
 - iv) 2018/9 Grants
 - v) Invoices (**c191149, c191060, c191023/24, c191140**)
 - vi) Financial correspondence
10. Planning (attached)
 - i) Local Plan update
 - ii) Correspondence
11. Environmental
 - i) Innocence Lane hedge (**c191048, c191158**)
 - ii) Correspondence
12. Recreation Ground(attached)
 - i) Pavilion windows
13. SALC
14. Other correspondence (attached)
15. Matters for inclusion in future Agenda
16. Date of next meeting:- Monday 25th November 2019 in the R G Pavilion at 7.30pm.

CORRESPONDENCE

POLICE

191112	Suffolk police	FAO Town and Parish Councils: PCSOs	circ
191100	Suffolk Police	Policing meeting in Ipswich October 31st 7pm:	circ
191019	Police Connect	PCC says it's your police service – tell us what you think	
191063	The Tree Council	Your September Tree Guardian	

Matters arising

191030	D Jacobs/M Paul	Grit Bin Survey for check comment.	
191049	D Jacobs per SCC	Fwd: RE: K and F Parish Council Grit Bin Refill	
191031	Norse	RE: New dog bin Kirton Recreation Ground	
191125/36	keep britain tidy	Dark Nights = Dog Poo Increases	
191069	D Jacobs to SID supplier	Fwd: Downloading Stats	
191094	G Walker to ICO	ICO registration detail	
191021	L Lenigan	RE: KIRTON VILLAGE GREEN	

Administration

191070/148	SALC per eastsuffolk	East Suffolk Community Workshops 29 Oct 7 Nov	circ
191074/75/137	SCC/eastsuffolk	Suffolk electoral review - briefing for town and parish councils	circ
191130	R Kerry	Rough Sleepers	circ
191146	SALC per eastsuffolk	workshop on Assets of Community Value 29/1/20	circ
191159	Therese Coffey MP	Newsletter - October 2019	circ
191081	eastsuffolk	Council Tax Support Letter from East Suffolk Council	

Finance

191149	Tr St Martin PC/I Cade	Re Fwd: Invoice for clerk's services £131.35 (?)	
191060	Norse	A/C for dog bin £234	dj/gw/mp
191023/24	D Jacobs to tanks direct	Grit Bin Order Kirton and Falkenham Parish Council £378.58	
191140	RBI	2 poppy wreaths £40 suggested	
1191020	P Lickert/M Paul	Re: PARISH COUNCIL - WHITE HORSE contribution	
191037/1127	Phone Co-op	Broadband Aug £40.02/sept £38.82	
191040/1124	Pensions Regulator	Re-enrolment & re- declaration	gw
191082	east suffolk	Precept 2nd instalment £10,068.50	gw
191134	norrisand fisher	Kirton & Falkenham Parish Council Renewal Confirmation	gw/mp

Planning

191025	I Cade	FW: Housing- Local Plan hearings	
191033	eastsuffolk	Suffolk Coastal Examination - Agenda's week 3	
191119/20	eastsuffok/hJ Marc	Inspector's consultation	
191090	east suffolk	Historic Environment Supplementary Planning Doc	circ
191053	eastsuffolk	RE: ENF/2019/0260/COND	circ
191164	I Cade	Land To The Rear Of 44 And 86 Meadowlands	circ
191144	P O'Brien	Sizewell response to EDF	

Environment

191048	Tr St Martin PC	RE: FW: Hedging Along Innocence Lane	circ
191158	R Parker	Hedge at Innocence House.	
191059	east suffolk	Community Safety Partnership Event 9th December	

SALC

191041	SALC	Latest SALC E-bulletin 13 September 2019	circ
191088	SALC	Latest SALC E-bulletin 26 September	circ
191133	SALC	Latest E-bulletin 11 October 2019	circ/sh
191132	SALC	AGM : Tuesday 26 November 2019	pl
191065	SALC	Suffolk Coastal area forum: summary notes	circ

OTHER CORRESPONDENCE TO NOTE

191058	east suffolk	Suffolk Local Authorities - Parish Engagement event
191050	CAS	One Suffolk Update dj/gw
191147	power for the people	Council motion request re national comm energy campaign
191055	eastsuffolk	Co-opted Committee Members circ
191071	SCC	Brook Lane and Capel Hall Lane closure 7/11 Oct circ
191084	Natural England	Marine Conservation Advice September 2019
191114	SCC	Suffolk Minerals & Waste Local Plan Modifications
191121	eastsuffolk lk	FW: Greenprint Forum Newsletter Autumn 2019
191022	Tr St Martin PC	RE: Felixstowe ASB Meeting Minutes August 2019
191077	SALC per Suffolk Police	Increase in Thefts from Vehicles East Suffolk - Sep 2019
191087	Police Connect	Thefts of catalytic converters
191092	Police connect	Absconder from Hollesley Bay prison
191122	Polce Connect	County - Rural Crime Week
191035/79	NALC	NALC Newsletter
191054	SALC	FW: Suffolk Local Authorities - Parish Engagement circ
191056	SALC	independent review into local government audit dj/gw/mp
191057	SA:LC	Area Forum - Website accessibility - bitesize training
191062	SALC	EXTENDED - SALC Review of governance circ
191085/108	NALC	Deadline for elections survey extended!
191089	NALC	Chief executive's bulletin
191095	SALC per eastsuffolk	Community Partnership Workshops update
191096	SALC	Annual Conference 'Shaping Suffolk' 18 Nov
191101	SALC	FW: Suffolk Action Week - Volunteering

KIRTON & FALKENHAM PARISH COUNCIL

**Minutes of Parish Council Meeting held on
Monday 9th September 2019 at 7.30 pm in the Recreation Ground Pavilion**

PUBLIC OPEN FORUM

PRESENT 8 parish councillors, PTLO, Tree Warden and 1 parishioner.

1. **Police Report** Minutes of ASB meetings on 25th of June and July (c190850/908), County Lines information (C190952) and warning on online buying/selling (c190961) noted.
2. **Parishioners Questions** Nothing raised.
3. **County Councillor's Report** Mrs O'Brien's report encouraged support for the Green Access Strategy, consultation on the Ipswich Northern Bypass, an update on Suffolk schools, Lorry Watch and bus services
4. **District Councillors' Report** A written report covered East Suffolk's commitment to action on climate change, community project funding continuance, promotion of an Ipswich Northern By-pass, and planning issues covering withdrawal of the Orwell Village proposals, commenting on Sizewell C and attendance at the Local Plan hearings
5. **PTLO Report** Mr Hatrick said that there were to be no changes to the Kirton bus services.
6. **Tree Warden Report** Mr Brunt had nothing to report apart from the ongoing intention to prune the Maple tree on the VG.

PARISH COUNCIL

PRESENT: Messrs I Cade (8pm), J Fothergill, D Jacobs, P J Lickert, R J Osborne, M A Paul (chairman), Mesdames J Durrant, J L Shaw, G J Walker (RFO), Mr T Hatrick (PTLO), Mr R Brunt (Tree Warden), and 1 Parishioner.

1. **APOLOGIES:**

A P Hutton, Ms EY Choi, Mrs E A Colvill, Mrs P M O'Brien (CC), R Kerry (DC), Mrs M Allen (DC)
2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 8th July 2019 having been previously circulated were taken as read, approved and signed.
3. **DECLARATION OF INTERESTS**

Nothing new declared
4. **MATTERS ARISING**

i) **Grit bins** Licences for the 2 new bins for Falkenham had been received

ACTION

(c190928). Revised guidance on maintenance of bins (c190970) noted; SCC to be advised of location of bins and filling needs. **DJ**

ii) Dog fouling/Dog bins Councillor Lickert and Mr J Beer had been researching additional signs for the RG; agreed a budget of £50 be allocated for their purchase. Request for additional bin for Paddock Close entrance had been sort from Norse at a cost of £195 + vat. Councillor Jacobs to pursue. **PL/JB**
Fouling is still a problem although recently contamination of the play area arises from cat droppings. **DJ**

iii) GDPR RFO G Walker had considered issues of Compliance and concluded (c190830) that Councillors should acquaint themselves with policy notices and advise him of any training they have had. Confirmation of registration with ICO and payment of fee received (c190993). Revised draft Data Sharing of Practice (c190916) noted. **COUNC**

iv) EAONE/THREE Councillor Paul reported that reinstatement going well. Further work expected in 2years time for jointing bays.

v) SID Councillor Jacobs reported that batteries need replacing and display will shortly be moved to location near Park Lane.

vi) Schools consultation Councillor Fothergill had not received any further feedback following letter from Council. **JF**

vii) Durilda Green/Paddock Close footpath Work on this had now been completed (c191007/8).

ix) Quiet Lanes Mrs Harvey had responded (c190881) and had attended a meeting; Back and Brook Lanes had been put forward for consideration (c191008).

5. ADMINISTRATIVE MATTERS

i) RG pavilion windows Mr J Beer, RG committee treasurer, had sought 3 quotations for replacement of doors and windows in the pavilion, which are beginning to leak and responses in the region of £6000 - £6500 exclusive of vat had been received. Proposed I Cade, seconded J Shaw and carried that Parish Council would contribute £2500 in grant from the maintenance budget towards the cost.

ii) VG telephone box In response to a periodic consultation on telephone boxes (c190987/911) the Council expressed a preference for that on the Village Green to be retained for emergency use. Adoption would be considered if it was decommissioned.

6. FINANCE

i) Financial reports/budget monitor (attached) Reports circulated, approved checked by Councillor Lickert and signed by chairman.

ii) Insurance Renewal of insurance, being 2nd of 3 year fixed policy, in the sum of £1035.50 from Norris & Fisher (c190926) from 1st October 2019, agreed. **GW**

iii) Local Plan Hearing fees Fees totalling £15,529.78 had so far been paid to Parker Planning Services.(c190817/58/60).

iv) Financial Regulations New Model Financial Regulations had been issued NALC (c190938). RFO satisfied Council's model is in accord with revision.

v) <u>Invoices</u> Training J Fothergill	£36.40	SALC
Election expenses	£108.80	eastsuffolk
Broadband Clerk	£39/67/£39.14	Phone Co-op

vi) Banking Councillor Colvill has yet to sign up to Barclays account.

AC/GW

vii) Grants Monitoring report for the £1,000 grant given for support of Suffolk Day forwarded to eastsuffolk (c190725).

7. PLANNING

i) Local Plan hearings Councillor Cade gave an update on attendance and presentations at the hearings (c190833/869/954/1005). He and Councillor Osborne, ably assisted by Parker Planning, had attended. Future hearings concerning housing would be attended by Councillors Fothergill and/or Jacobs.

ii) Ipswich Northern Bypass Consultation on a northern bypass of Ipswich (c190992) noted but Council would not be making any comment.

iii) Sizewell C Circular from "Together against Sizewell C" (c190974) noted but Council does not propose to respond. Councillor Fothergill has some notes which he will circulate.

JF

8. ENVIRONMENT

i) VG grass cutting Enquiry from CGM marketing for contract (c190973) deferred to the spring when contract with Norse is for renewal.

ii) VG maintenance Referring to an enquiry from a parishioner regarding maintenance of the triangular area opposite the forge (c190996) , the deeds will need to be inspected to determine the ownership of the land. A suggestion from Councillor Cade for the removal of the no parking signs was rejected for the time being.

CLERK

iii) Tree Council Notices on Oak Moth (c190808) and Tree Guardian newsletter (c190899) forwarded to Tree Warden .

iv) Green Access Strategy Consultation by SCC (c190824) circulated and noted.

9. RECREATION GROUND (attached)

10. SALC REPORT

i) Area Forum Notes of meeting on 3rd September (c190994) circulated.

ii) AGM Councillor Lickert will attend on 18th November

iii) Bulletins July and August bulletins circulated (c190876/938).

11. **OTHER CORRESPONDENCE TO NOTE**

Other correspondence as listed on the agenda noted.

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

Grit bins, Dog signs, Christmas tree lights, Remembrance Wreaths, School, F & GP, Pub sale.

13. **DATE OF NEXT MEETING**

Monday 28th October 2019 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.55 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

PC

SCDC

Existing applications

DC19/2814	8 The Bungalows, Falkenham Road, Falkenham Proposed single storey rear extension	No comment	Withdrawn
DC/19/2895	Briar Cottage, 55 Falkenham Road, Kirton Proposed extensions & erection of detached garage.	objection Over development	Granted

New applications

DC/3615	Croft Farm, innocence Lane, Kirton Conversion, alteration & extension, to link the barns and create single residential property. (re-submission)	No comment	
DC/3657	Little Acre, Church Lane, Kirton Proposed extension & alteration to garage	no comment	
DC/3739	Mole End, 27 Bucklesham Road, Kirton SRemove existing shed and construct garden room	drainage ?	

RECREATION GROUND

Pavilion : The floodlight pointing to the Alley Road entrance has now been replaced. It comes on for 10 minutes when the button is pushed. Button is located high up near the 'electrical' cupboard in the meeting room. We have accepted a quote from IRON-GLAZE for replacing the windows and doors. They were a few hundred pounds less than other quotes. The work should be done over the next few weeks.

Play-Area : Regular weekly mini inspections are still taking place to satisfy new insurance regulations. Still having problems with the cat mess in the area of the slide/hedge – usually about 1 per day. Perhaps one or two people (other than myself) could take a poo bag up there now and again and clear the mess occasionally. I don't really see why it should just be me. Annual inspection due in late October/November.

Fitness Equipment / Zip wire : No new problems.

Ground : Still waiting for Taylor Wimpey to complete the tarmac work around the new mobility gate. This is due when they complete the work on the nearby road surface (but will they remember they are supposed to do this ??). Awaiting contact from Peter regarding new dog mess signs
J Beer October 2019.