

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 8th** day of **September 2014** at **7.30** p.m

Signed.....
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports
5. PTLO report (c140623)

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on Monday 14th July 2014
3. Declaration of interests
4. Matters arising
 - i) RG/VG hedges and trees (c140627)
 - ii) Verge cuts
 - iii) Community Services AGMs
 - iv) Drainage/sewer problems (c140605)
5. Administrative matters (**see correspondence**)
6. Acceptance of written Committee Reports
 - a) Planning (attached)
 - i) B & M development (c140676/7/8/9)
 - ii) Potential Residential Development Site - Kirton (c140666, c140694)
 - iii) Local Plan Early engagement (c140683/6, c140689)
 - iv) Neighbourhood Plan (c140656/95)
 - b) Finance (attached) (**see correspondence**)
 - c) Environmental (**see correspondence**)
 - d) Recreation Ground
7. SALC Report
8. Other Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 20th October 2014 in the R G Pavilion at 7.30pm.

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.

CORRESPONDENCE

Police Report

140606/16 Suffolk Police SNT Tasking Meeting 22.07.14/Minutes of SNT Tasking Meeting 22.07.14
140592 Suffolk Police Contact details of police/police staff **(circ)**

PTLO

140623 Dept of Transport/Consultation Ipswich/Lowestoft/Felixstowe Lines

Matters arising

- (i) 140627 G Walker/Woodlands Re: Tree Works Kirton PC
140708 G Walker/D Jacobs VG hedge
(iv) 140605 D Jacobs Update on Church Hall sewage problem

Administration

140601/2/3 S Harvey/R Kerry/Tr St Martin PC NTP 6471 - Trimley Post Office - IP11 0SN **(circ)**
140614/41 SCDC Individual Electoral Registration (IER)
140667 SCDC Polling Station Review Consultation
140617/22 SALC/SCC Review of children's centre services in Suffolk/Consultation to 16th October
140640 Coffee Caravan Addressing loneliness in Rural areas
140647 SALC Openness of Local Government Bodies Regulations **(circ)**
140693 SALC FW: SCC Scrutiny **(circ)**
140631 LGBCD Electoral review of Suffolk Coastal: Final **(circ)**

Planning

140676 S Harvey Link to Trimley Road from proposed development)
140677 S Harvey Fwd: Land of Falkenham Road, Kirton) **(circ)**
140678 S Harvey Public display of plans)
140679 Taylor Wimpey Kirton Update Letter **(circ)**
140666 Hopkin Homes RE: Potential Residential Development Sites
140694 S Harvey Re: Potential Residential Development Site - Kirton
140683 SCDC Local Plan Early engagement with your PC **(circ)**
140686 I Cade Comment on 140683
140689 SCDC Parish consultation workshops **(circ)**
140656/95 S Harvey Keeping it Simple | Neighbourhood Plan **(circ)**
140711 Felix Docks Port of Felixstowe LALC meeting 2nd Sept
140707 Environment Agency Regulators complete initial GDA assessment
140593/624 Scottish Power EA THREE Limited - further consultation/29 July-9th September

Finance

140618 D Jacobs Re: Fwd: Pavilion / car park
140636/42/43 G Walker/P Negus/D Jacobs/G Walker Project list - Church Hall Ladies Toilets
140697 Realise futures Quote for VG picnic tables £982
140645 BDO External audit report/audit fee £120

Environment

140620 Envir Agency/R Kerry River Deben flood defences routine maintenance
140639 SCDC RE: Bin Collection Kirton
140671/72/75 M Paul/S Harvey/MP/AC/CC Re: Trimley St Martin Refuse collection **(circ)**
140652/91 SCDC Fly-tipping reporting eform submitted
140664/5 SCDC services RE: Grass cutting Kirton village green
140692 SCC Gypsy and Traveller short stay stopping sites public

SALC

140600 SALC Latest LAIS 1367 Deregulation Bill and LAISU2D
140690 SALC IMPORTANT New LTNs and Briefing **(circ)**
140660 SALC "Local Councillor", Newsletter, website, PC of the Year competitions
140669 SALC Pension automatic enrolment briefing
140670 SALC Devolution of Serv/Comm Agents evidence?
140685 SALC Suffolk Coastal Area meeting

Other Correspondence

140598 Jayne Cole	New Service
140615 SALC	NALC E-bulletin 18 July 2014
140637 S Comm Foundation	News from the Grants Team - August
140653/57 Port of Felixstowe	LALC Meeting 4 September 2014
140682 HMRC	Important Information for Employers
140608 Tree Council	Welcome to your new Tree Guardian
140628 Eastsuffolk.gov	FW: Welcome to your new Tree Guardian
140680 SALC	FW: Forthcoming courses
140659 local works.org	The right for Parish Councils to sell electricity
140590 Pub Srv Exec	Councils call for cut of fast food VAT
140594 MSL park furniture	New products announcement!
140595 Comm Actions Suffolk	SCC Children's Centres New holidays fund
140632 Comm Action Suffolk	Welcome to Beccy Hopfensperger
140651 Comm Action Suffolk	Training Guide September 2014 - March 2015
140663 Comm Action Suffolk	30 new training courses
140705 Comm Action Suffolk	ACRE visit CAS
140596 Phone Co-op	Join us and share in the profits
140604 Rural Services Ntwk	Hinterland w/b 19 July
140621 Rural Services Ntwk	Hinterland w/b 25/ July
140634 Rural Services Ntwk	Hinterland w/b 1 August
140649 Rural Services Ntwk	Hinterland w/b 8 August
140668 Rural Services Ntwk	Hinterland w/b 15 August
140687 Rural Services Ntwk	Hinterland w/b 22 Aug
140709 Rural Services Ntwk	Hinterland w/b 28 August
140610 Rural Services Ntwk	Spotlight on Rural Health
140597 Rural Services Ntwk	Fuel Poverty - July 2014
140630 Rural Services Ntwk	Funding package to fight rural crime
140662 Rural Services Ntwk	Rural Transport - August
140646 Rural Services Ntwk	Rural Opportunities Bulletin
140684 Rural Services Ntwk	Rural Broadband - July 2014
140700 Rural Services Ntwk	Spotlight on Older People
140599 Headstart fencing	Keeping Your Parish Safe & Secure
140611 HAAG	Exciting new products for inclusive play
140619 SCC	New junior parkrun for Ipswich
140625 Public Sector Exe	Energy companies bid for fracking licences
140629 HAGS SMP	Parish and Town Council Latest News
410633 EALGA	East of England LGA e-bulletin
140635 Eastsuffolk.gov	Visit Felixstowe Newsletter - August 2014
140638 Public Sector Exe	Unpaid fines by foreign drivers
140648 LARS	Last Days of Summer Sale!
140650 Stakeholder engagement	Possible Severe Weather Event
140654 Ipswich Borough Council	News August
140655 Public Sector Exe	Commissioning Academy to double in size
140673 Public Sector Exe	Government has broken pledge to protect pensioners
140674 SALC	Rendlesham's 'Go run for FUN' event
140696 Public Sector exe	Ban junk mail companies from accessing electoral
140698 A Hutton	Response on 140697
140699 I Cade	Ditto
140701 Realise futures	Eco Furniture - Innovative, Imaginative, outdoor furniture
140704 EELGA	East of England LGA e-bulletin
140710 SCC	Special Olympics comes to Suffolk

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 14th July 2014 at 7.30 pm in the Recreation Ground Pavilion

Chairman delayed the opening of meeting until 7.40 pm to allow a Planning Committee to complete its deliberations

PUBLIC OPEN FORUM

PRESENT 9 Parish Councillors, Mr G A Harding (DC), Pc N Howard, PcSO G Bown, PcSO S Baddeley.

1. Police Report

3 crimes were reported (c140582), 2 thefts of catalytic convertors from motor vehicles and an attempted burglary. PcsO G Bown introduced Pc Natalie Howard and PcsO Stephen Baddeley; the force is now up to strength

2. Parishioners Questions

In response to earlier questions about the land behind 48/86 Meadowlands, SCDC had replied (c140591) that as a planning application was apparently in preparation for this site, it was suggested the matter was left until this process was complete.

3. County Councillor's Report

Mr O'Brien's written report (c140555) noted the EAONE off shore wind farm had been approved, measures to tackle alcohol abuse, the new Care Home opened in Mildenhall and the appeal for 4 independent members to fill vacancies on the CoC panel. Kirton's Locality Budget is £1250.

4. District Councillors' Reports

Mr Harding made reference to various issues regarding developments in the peninsular and the application for a Wetherspoon pub for the former health centre in Felixstowe. He was questioned about SCDC policy on planning sites in relation to the Core Strategy, and the situation appeared fluid at the moment.

The written report from Mrs Harvey (c140578) covered her attendance at the EA3 offshore event, the service of celebration for Mary Dixon a former DC, the suggestion that Parish Councils should monitor planning application conditions during construction and proposals to make changes to the Trimley St Martin PO facilities. She had learnt that the "Village Shop" sale had fallen through and had discussion with Taylor Wimpey about its latest revisions to the B&m site, which should be exhibited shortly..

The Chairman closed POF at 8.05 pm and opened Parish Council Meeting

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs (Chair), F Last, M A Paul, Ms EY Choi, Mesdames C M Cooper, J L Matthews, J L Shaw, Mr G A Harding (DC),

Mrs S B Harvey (DC from 8.15pm), Pc N Howard, PcSO G Bown, PcSO S Baddeley.

1. **APOLOGIES:**

G Walker (holiday), E A Colvill (family), Mrs P M O'Brien (CC), Mr R A Kerry (DC),

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 9th June 2014 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Nothing declared.

4. **MATTERS ARISING**

ACTION

i) RG/VG hedges and trees The Alley footpath hedge had been cut. Quotes for trees had been received through Councillor Walker (c140581). **GW**

ii) Christmas tree lopping In hand **DJ**

iii) Verge cuts These had eventually been done, but with some criticism about the standard. Councillor Paul had taken this up with Mrs O'Brien and response is awaited **P O'B**

iv) FOI request Applicant had replied (c140499) that Council's response has been satisfactory.

v) Drainage/sewer problems There had been another incident not reported to AW. AW had responded to request from Chairman (c140495) and action will be forthcoming. **AW**

vi) CIL consultation A response had been prepared to SCDC proposals on Comm. Infrastructure Levy (c140548), questioning principally how the levy would be fairly distributed, and submitted.

vii) Community Services AGMs Councillor Colvill had attended some of these and will report later. **EAC**

5. **PROJECT LIST**

Councillor Walker had updated the project appraisal (c140512).
Proposed I Cade, seconded J Shaw and carried that grants should be made for Church Tree maintenance £360, Village Hall door upgrades £1224, additional dog bins £400-£500.

6. **ADMINISTRATIVE MATTERS**

i) SALC distribution "Local Councillor" circulated. SCC model CoC noted **CLERK** (c140505/506) for future reference and adoption at a later date.

ii) Media contacts NALC advice to ignore view of E Pickles.MP (c140535) to talk with media noted, but Councillors already aware that they cannot express views on behalf of the Council.

iii) Hospice Appeal Appeal by St Elizabeth Hospice for volunteers (c140507) passed to Review.

iv) Sale of electricity Appeal by localworks.gov (c140528) to support Parish Councils to sell electricity they generate noted and agreed Councillors Jacobs and Hutton to consider whether a response is appropriate. **CLERK
DJ/AH**

v) Electoral registration Clerk will attend SCDC seminar on 15th July (c140531) on the new procedures for creating the electoral register. **CLERK**

vi) Suffolk Energy Action Scheme to assist in reducing energy costs (c140517) to be promoted in the area noted.

7. **COMMITTEE REPORTS**

a) Planning (attached)

i) Off shore wind farm Approval for EAONE proposals (c140514/26) and notice of off shore site investigations (c140542) received. Chairman suggested status of the Council's comments could be checked.

ii) Parking Standards SCC consultation on Advisory Parking Standards (c140533) noted but no comments to make.

iii) B&M site TaylorWimpey through S Harvey (DC) approached the Council for a name for the proposed development on this site. While the Council generally considered the request premature, 3 suggested names were put to the vote; Stollery 3 votes, Thurston 4 votes, Whitley 3 votes. Agreed Thurston, as a lost hamlet associated with Kirton be given to TW through Mrs Harvey.

b) Finance (attached)

ii) Invoices Proposed A Hutton, seconded EY Choi and carried that MDL invoice for £95 (c140524) for Alley footpath hedge and quotation from Woodlands (c140581) for tree works (RG £175 +vat, VG £300 +vat) are approved.

iii) External audit The Clerk had responded by telephone satisfactorily to request from BDO (c140550) regarding an anomaly between the precept requested by the Council and information they had received from CTS.

c) Environment & Transport (attached)

i) Coastline Lite Issue 2 (c140496) circulated.

ii) Coast and Estuaries conference Conference on 9th October (c140498) **CLERK/DJ**

circulated, Council may send delegate(s).

iii) Barn Owl project Press release (c140523) on project and concerns about vandalism and theft of chicks noted.

d) Recreation Ground (attached)

8. **SALC REPORT**

i) Sizewell Stakeholder report for June (c140508) circulated and noted.

ii) Governance and Accountability Guide Availability of updated 2014 edition (c140517) noted.

9. **OTHER CORRESPONDENCE**

Other correspondence as noted on agenda noted.

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

Project list, B & M site, Trees, Sewer problems

11. **DATE OF NEXT MEETING**

Monday 8th September 2014 in Recreation Ground pavilion at 7.30 pm
There being no further business the meeting closed at 9.40 pm.

Signed.....

Chairman

Date.....

PLANNING COMMITTEE

Prior to the Parish Council meeting, at 7.10 pm, the committee met to consider the following application.

DC14/1720 2 Southfields, Falkenham

Demolish existing garage & construct new single storey annexe

Present A Hutton, D Jacobs, F Last J Shaw, M Paul, I Cade (chairman). Apologies received from A Colvill.

There was a consensus that the proposed building was too high, other than one member who did not comment. There was a three to two majority, with one member abstaining, for objecting on the basis that the overall size was too great. Meeting agreed to comment back to SCDC as follows:

The Parish Council understands and has sympathy with the difficult situation of the residents regarding their relative. However, it has significant concerns about the size, as well as the height, of the proposal detached accommodation in the context of the surrounding houses and gardens, and so it must register an objection **to the** current design of these plans.

Signed.....

Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC14/1584	29 Burnt House Lane, Kirton Proposed rear extension (existing conservatory removed)	Support	Granted
DC14/1402	Falkenham Hall, Falkenham Proposed conversion of outbuilding to residential annexe and cart lodge (partly revised scheme to D13/1197/LBC)	Support flag sewage	Granted
DC14/1720	2 Southfields, Falkenham Demolish existing garage and construct new single storey annexe	Object Size/Ridge Height?	

New applications

None

FINANCE

Cheques written since July meeting:- Recreation Ground £2250 (½ yr grant, C A Shaw £266.40 (clerk's salary), HMRC £66.60 (paye), Kirton PCC £360 (grant), Village Hall £1224 (grant), C A Shaw £266.40 (clerk's salary), HMRC £66.60 (paye),