

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 **13th** day of **March 2017** at **7.30 pm**

Signed.....
Clerk

To: All Councillors

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. Parishioners questions
3. County & District Councillor's Reports
Highway matters/Back Rd/Innocence Lane
4. PTLO report

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 13th February 2017
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 from minutes
 - i) Mobile PO
 - ii) School double yellow lines
 - iii) Community Emergency Plan
 - iv) Approval of Review of Audit/Governance
 - v) Other
5. Annual Meeting arrangements
6. Neighbourhood Plans
7. Public Space Protection Orders
8. EAONE
9. Administrative matters See correspondence
10. Acceptance of written Committee Reports
 - a) Planning (attached)
 - i) Innocence Farm
 - ii) Correspondence
 - b) Finance (attached)
 - i) Budget monitor
 - ii) RFO vacancy
 - iii) Correspondence
 - c) Environmental & Transport
 - i) See correspondence
 - d) Recreation Ground (attached)
11. SALC Report See correspondence
12. Other Correspondence (attached)
13. Matters for inclusion in future Agenda
14. Date of next meeting:- Annual Parish Council Meeting Monday 8th May 2017
ANNUAL MEETING Monday 10th April 2017
both in the Recreation Ground Pavilion at 7.30pm.

CORRESPONDENCE

Police

170174 SALC/PolicePCC-CC Public Meeting Programme 2017 (circ)
170206 Police Connect 200217 Safer Neighbourhood Team newsletters (circ)

POF

170242/304 P O'Brien FW: Closure of Orwell Bridge (circ)
170226 S Harvey Damage to car on Back Road
170227 SCC Back Road, Falkenham (circ)
170232/286 S Harvey Innocence Lane Kirton (circ)
170243/301 J Parrish The appalling condition of Back Road in Kirton (circ)
170277/78 G Walker/D Jacobs Re: PARISH COUNCIL Fwd: The appalling condition of Back Road
170191 SCC/G Walker Footway and lighting in Falkenham Road, Kirton

Matters arising

#5 170181/197/302 S Harvey/G Walker Community enabling budget/Kirton ECB/Grant Acceptance Form
#9170215/18/41/35Waldontelecom Proposed base station installation at B & M Concrete, (circ)
#11 170252 B Peek Re: WW1 Beacon of Light
170077 east Suffolk CEP AGM
#13 170217/257 SALC RE: planning for all conference
170177 S Harvey Press Release - Communities say 'yes' to Local Plans (circ)

Administration

170189 SALC/SCC Highways Matters - February 2017 (circ)
170221/75/96 suffolk cloud/SALC Your Parish Council website/Suffolk.Cloud Website training
170233 SALC Transparency Code
170234 SALC War Memorial Grant Scheme
170247 Christine Ward Kirton for the Evacuees

Planning

170180/262 S Harvey per I Cade Innocence Farm scoping (circ)
170184 P O'Brien/I Cade Innocence Farm
170209 I Cade/MP/SH Felixstowe Town Council - Innocence Farm (circ)
170178/99/202 Tr St Martin PC RQST: Meeting with SCDC re proposals for a logistics park
170270 I Cade Innocence Farm - employment land and A14
170288 Trimley St Martin PC Questions to be notified to Philip Ridley in advance
170244/65 D Jacobs/SCDC Reference: IMT155402/Internal review acknowledgement

Finance

170246/61/68/71/79 G Walker RFO vacancy
170207 Pension Commissioner Automatic enrolment duties: Acknowledgement of declaration
170222 CAS Parish Council Pavilion 2017-18 Renewal £724.38
170259 J Beer Parish Council Pavilion 2017-18 Renewal
170282/95 e-on Increase in deemed contract rates/Electricity a/c statement £0.00
170283 SALC Section 137 Expenditure limit for 2017-18
170287 J Beer VAT advance request

Environment

170179/84/98 SCC Chapel Road (circ)
170185 eastsuffolk Strategic Flood Risk Assessment Presentation and Information (circ)
170186/87/201/217 S Police/SALC Avian Influenza – Redgrave (circ)
170253 SCC AONB Monthly Update: Feb 2017
170269 P O'Brien/SCC Hate litter and love Suffolk? Join Spring Clean Suffolk
170239 npms National Plant Monitoring Scheme
170292 ncsgrp Bulletin regarding grass cutting carried out on behalf of councils

SALC

170306 SALC Area meeting 20th March (circ)
170236 SALC/Bentley PC ACV Info Event - Bentley Village Hall (circ)
170284 SALC LAIS 1396 Housing White Paper (circ)
170183 Police Connect Be on guard again fake Trading Standards Officers

OTHER CORRESPONDENCE

170205	Police Connect	200217 Wanted appeal – Danny Scott Grey	
170212	Police Connect	220217 East Anglian derby	
170216	Police connect	200217 Police arrest wanted man – Danny Scott Grey	
170204	P North per T Coffey	Annual Meeting 2017	gw
170175	HMRC	Important information for employers	
170176	HMRC	National Minimum Wage, sick pay and benefits in kind	
170280	HMRC	Support as the new tax year approaches	
170251	M Paul/I Cade/G Walker	RE: PARISH COUNCIL ANNUAL MEETING	
170285	SALC	Latest vacancy	
170220	Tr St Martin PC	Innocence Farm Pre Meeting	
170248	Tr St Martin PC	Innocence Farm Pre-Meeting Agenda	
170249	I Cade	RE: Innocence Farm Pre-Meeting Agenda	
170256	Trimley St Martin PC	Innocence Farm - Updated Agenda	ic/gw/dj
170258	I Cade	RE: Innocence Farm - Updated Agenda	
170260	Tr StM/Ic/Gw	RE: Innocence Farm - Updated Agenda	
170294	D Pyke/c jacobs	Questions to be notified to Philip Ridley in advance	
170203	HMRC	On April 1st National Minimum and National Living Wage rates	
170254	HMRC	Payroll help and support from HMRC	
170293	Police Connect	Ipswich - Two men charged following incident	
170263	onlifesuffolk	Health Walks Brochure March - June 2017	
170281	SALC	Routine Play Equipment Inspector Course	
170297	SALC	Better Broadband	
170298	Broxap	Heavy Duty Tree Grilles and Tree Guards.	
170299	B & C Shelters	March Parish	
170300	Police Connect	Burglary Grange Road, Felixstowe	
170303	Police Connect	Burglaries at seven sports facilities/commercial	
170188	SALC	NEW SALC email address	(circ)
170305	Police Connect	Man given suspended sentence for indecent assaults	
170307	J Beer	Re: Recreation Ground inspection	(circ)

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 13th February 2017 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 11 Parish Councillors, Mr T Hatrick (PTLO), Mrs P O'Brien (CC), Mrs S B Harvey (DC), 7 Parishioners.

1. **Police Report**

Information about the Police Connect messaging service was noted and circulated (c170123), from which was recorded 2 incidents of hare coursing and a vehicle tampering during December.

2. **Parishioners Questions**

In response to parishioners present it was confirmed that the Council, together with surrounding parishes, had lodged strongly worded objections and rebuttals to the Innocence Lane Scoping presentation and are partaking in a joint subcommittee from surrounding parishes to seek a meeting with the Head of Planning at SCDC to discuss the issue.

3. **County Councillor's Report**

Mrs O'Brien (CC) recorded (c170164) that the County had agreed its budget increase of 3%, which will go towards Adult social care; efforts to achieve efficiencies continue. Her main focus had been the Police and Crime Panel, which she chairs, and the rationale behind its precept increase. Continued investment in combating Cybercrime was a major issue.

4. **District Councillor's Report**

Mrs Harvey (DC) reported (c170131/150/145) on the historic decision to merge SCDC and Waveney DC and commented on the possible effects on councillor numbers. A review of the Core Strategy started on 9th February. She encouraged councils to consider Neighbourhood Plans. She would be visiting the docks during the next week and agreed to raise the problem of queuing lorries raised by one parishioner.

Both Councillors noted the huge response to the Innocence Farm Scoping, but were urged to consider pollution the most important aspect.

5. **PTLO Report**

Mr Hatrick had nothing to report on bus services (c170116), although he had raised with the bus company anomalies in the routes buses take through the village, which appear resolved.

The chairman closed POF and opened Parish Council meeting at 8.15pm

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mr T Hatrick (PTLO), Mrs P M O'Brien (CC), Mrs S B Harvey (DC), and 7 Parishioners.

1. **APOLOGIES:** None
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2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 9th January 2017 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Nothing declared.

ACTION

4. **MATTERS ARISING**

i) Falkenham Notice Board/footpath map Councillor Shaw confirmed this was in hand and that the footpath map would be incorporated in the NB. **JS**

ii) Falkenham FP survey Awaiting the spring. **DJ/MP/FL**

iii) Community Emergency Plan Councillor Lickert confirmed draft was prepared for circulation to 550 households. Agreed councillors would undertake delivery. **PL/COUNC**

iv) Highway repairs/signs/verges Chairman had met with Malcolm King (SCC). Repairs to Innocence Lane had been intended as a quick fix, scheduled to be done within next 2 years (c170092). The Falkenham Rd footway was viable but there was no finance available. Verge cutting was not relevant at this time of year. **SCC**

5. **VILLAGE GREEN VERGE REPAIRS/PARKING**

Agreed that some form of posts should be placed along the verge to control parking (c170038). Councillor Jacobs would request from S Harvey (DC) a contribution from her Community Budget. **DJ/SH**

6. **PC MEETING & POF**

Following a suggestion from the Clerk that POF be moved to the body of the agenda, agreed no change should be made.

7. **MOBILE PO**

S Harvey (DC) had a contact telephone number which she would pursue. **SH**

8. **SCHOOL PARKING LINES**

Agreed Clerk should write to SCC requesting additional double yellow lines **CLERK** should be inserted between the school and Back Lane to provide refuge for overtaking.

9. **RECREATION GROUND MOBILE PHONE MAST**

Having considered the proposal (c170090/96/102), agreed that the matter was for **RG** the RG to decide.

10. **SPEAKER FOR ANNUAL MEETING**

Agreed EDF should be approached to provide an update on Sizewell C. **CLERK**

11. **ADMINISTRATIVE MATTERS**

i) WW1 Beacons of light Agreed the council would support lighting of the **CLERK** village beacon (c170013) on 11th November 2018.

ii) CEP Steering Group AGM Councillor Lickert would be attending the AGM **PL** on 17th February.

12. **COMMITTEE REPORTS**

a) **Planning**

i) DC17/0010 Innocence Farm scoping application The parish council had prepared and submitted to SCDC a response to the proposal (c170068/78). It was in consultation with surrounding parishes with a view to having a meeting with the Head of Planning (Ridley) to discuss the implications (c17084/140). Proposed J Shaw, seconded A Colvill and carried that Councillors Walker, Cade and Jacobs (any 2) and carried be the representatives on the parishes delegation with delegated authority. Councillor Cade expressed concerns about the timetable for a decision by SCDC, fearing a “decision” would be reached before the parish councils have had an opportunity to discuss this with SCDC. Agreed he should prepare a question on this matter and forward to S Harvey (DC) to raise with the Head of Planning.

Councillor Jacobs had advised the council that he had requested information **DJ/IC** from SCDC on planning meetings, which had been refused (c170087/103/149); he and Councillor Cade would be considering a response.

ii) DC17/02288 Violet Gardens, plots 33 & 38

Prune oak branches and canopies to facilitate garage access No Comment **CLERK**

iii) DC16/5420 4 The Maltings

Erection of garden outbuilding No comment **CLERK**

iv) Development Management Lists Contact lists (c170055/144) circulated.

v) Adastal Park planning meeting Circulated (c170073) and noted.

vi) Sizewell C Responses from SCC/SCDC/Environment Agency (c170079/114) to Stage 2 consultation and January update (c170143) circulated and noted.

vii) Felixstowe Port LALC

Agreed Councillors Walker, Cade and the Clerk would attend meeting on 17th **CLERK** March.

viii) EAONE Newsletter updating works progress (c170016) circulated.

ix) Neighbourhood Plans Advice from east Suffolk (c170153) that consultation **CLERK** Trimley St Mary Neighbourhood Plan had begun noted; such plans to be put on next agenda.

b) Finance

i) Budget Monitor Financial and project update circulated.

ii) RFO recruitment Advertisement had been posted (c170050/66) and two responses received; 1 local and 1 from Essex. Agreed Councillor Colvill would join the interview committee.

iii) Revision of Audit/Governance Statement Clerk would circulate revised **CLERK** statement for approval at next meeting.

iv) Contracts Quotation from SC Services to cut Village Green @ £412.50 + vat accepted (c170021/2).

Kaspersky Internet Security renewed for 1 year (c170046).

Broadband a/c for December 2016 (c160039) @ £43.19 received

v) Audits Update on Sector Led Body activities (c170034) received and noted.

vi) Banking Statements from NS&I a/c received (c170069); £2.72/3.99 interest. Statements from Barclays for Community a/c for Dec- Feb (c170156).

vii) Grants Request from Headway (c170094) noted for autumn consideration. **F&GP**

c) Environment & Transport

i) Heritage training Course by SPS (c170048) circulated & noted.

ii) Definitive Map Resignation of Holly Emmens (c170051) noted and future contact at definitive.maps@suffolk.gov.uk circulated.

iii) BBQ on VG Request from Friends of Kirton Church (c170062) to hold **CLERK** BBQ on 8th July approved.

iv) Public Space Protection Orders, ASB, Crime & Police Act 2014 Notice **PL** of implications of this act (c170122) on by-laws noted. Councillor Lickert to prepare response.

v) Flood and Drainage Information form SCC on “Report a flood in Suffolk” (c170142) noted.

d) Recreation Ground

i) Outdoor Playing Space fund Proposed D Jacobs, seconded J Shaw and carried that the application by Recreation Ground to SCDC for release of £25,000 (c170107) from fund is approved.

CLERK

13. **SALC REPORT**

i) Planning conference Conference on 2nd March at Mildenhall (c170137) will be attended by Councillor Shaw.

JS/CLK

ii) Area meetings Calendar of meeting dates (c170157) circulated.

14. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

EAONE, Village Green, Mobile PO, Parking Lines, Community Emergency Plan.

16. **DATE OF NEXT MEETING**

Monday 13th March 2017 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.10 pm.

Signed.....

Chairman

Date.....

COMMITTEE REPORTS

PLANNING

Existing applications

		<u>PC</u>	<u>SCDC</u>
DC/17/0010	Land On The North East Side Of A14 Trimley St Martin East Bound, T St Mn Proposed Scoping Opinion for proposed logistics facility at Innocence Farm	Object	
DC/16/5420	4 The Maltings, Kirton Erection of garden outbuilding	No comment	Granted
DC/170228/TPO	TW development, plots 33 & 34 T6 & T8 oaks, sympathetically branches and canopy to aid construction of garages	No comment	

New applications

None

FINANCE

Cheques written since February meeting:-

C A Shaw	£352.80	Clerk's salary
HMRC	£88.20	PAYE
Income	nil	

ENVIRONMENT

Nothing to report

RECREATION GROUND

Pavilion : No new problems. The tiles damaged due to the flooding in the ladies toilet and one of the shower rooms are due to be replaced W/C March 6th. Awaiting a quote to renew ALL the pipework in the pavilion.

Play-Area : Meeting with VERTAS, our supplier of the new equipment, is due on March 6th. They want to attempt to complete the project by the end of March.

Fitness Equipment / Zip wire : Paintwork touching up on the fitness equipment will now have to wait until the summer.

Ground : In conjunction with Derek Jacobs, we need to write to TW to let them know our final requirements at the entrance/exit to the ground from the new site – this involves the possibility of some sort of gate/barrier in the path at that point. We are still looking at replacing our ageing floodlights in the summer. Much depends on funding !! We have agreed that TW can park some cars on our car park during the week as they are desperately short of space on their site. It will be strictly controlled by the TW site manager. A rental fee has been agreed with them.

Mobile Phone Mast: This project, which seemed too good to be true in any case, has now

become a bit of a farce. Three companies are now seeking permission in Kirton for a mast in different locations. The latest is at B&M, and this seems the furthest advanced as they are putting in for planning permission around W/C March 6th. It seems a great shame that all the funding will go to a 'private' business, and not at all to the village. J Beer March 2017.