

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 **12th** day of **March 2018** at **7.30 pm**

Signed.....
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 or 18/0105 Land btwn 73 & 101 Bucklesham Rd, any questions related to this raised during the POF will not be responded to until the appropriate point in the agenda.

1. Police Report **(180209)**
2. Parishioners questions
3. County & District Councillor Reports **(c180272)**
4. PTLO/Tree Warden reports **(c180206/68)**

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on Monday 12th February 2018
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) Community Shop, ii) School yellow lines **(c180210)**
iii) Falkenham NB/phone box, v) VG verge posts **(c180195/221/26, 180271)**
vi) SID, vii) EAONE **(c180198)**, viii) 1 Burnt House Lane
ix) Final touches to TW development **(c180202)**, x) Hedges/potholes,
xi) Emergency Plan **(c180235/36)**
5. Administrative matters
i) Standing Orders, Risk Assessments., Governance review
ii) General Data protection Act **(c180252)**
6. Annual Meeting arrangements and speaker
7. Finance (attached, **see correspondence**)
i) Financial reports/Monitor/Project List
8. Planning (attached **(c180207)** i) Issues & Options call for sites consultation.
ii) DC/18/0819 Part side garden of Homeleigh, Proposed dwelling, variation of cond. 2
iii) DC/18/0910 4 Guston Gardens, Proposed new roof/bedroom/side rear ext/garage
9. Environment **(see correspondence)**
10. Recreation Ground (attached) i) RG hedge cutting **(c180276)**
11. SALC **(see correspondence)**
12. Other Correspondence (attached)
13. Matters for inclusion in future Agenda
14. Dates of future meetings:- ANNUAL MEETNG Monday 9th April 2018
ANNUAL PC MEETING Monday 14th May 2018 both in the R G Pavilion at 7.30pm.

CORRESPONDENCE

Police

180209 Police Connect Arrests made in connection with ram raids - countywide **(circ)**

POF

180255 S Harvey BROWN BINS **(circ)**

180272 S Harvey DC report for 12th March **(circ)**

Transport

180206 Suffolkonboard Newsletter - February 2018

180268 Suffolkonboard RIDE (working with Connecting Communities)

Matters arising

180210 SCC Kirton Road, Trimley St Mary 189314

180195 Norse RE: KIRTON VILLAGE GREEN VERGE POSTS

180221 G Walker Notice for VG 'car parkers'

180271 Shona Redbond Parking VG 15th April

180226 S Wood/D Jacobs Kirton Green bollards 3 emails

180198 S Harvey FW: Park Lane - Kirton **(circ)**

180202 S Harvey FW: Violet Gardens/Paddock Close**(circ)**

180235/36 P Lickert Re: Emergency plan Part 1/Emergency plan part 2 **(circ)**

Administration

180252 SALC/D Lines The GDPR Toolkit For Local Councils gw

180215 SALC Weekly Information Bulletin with **LO2-18 (circ)**

180269 LCPAS New Review of Ethical Standards in Local Gov

Finance

180200 D Lines FW: Locality Grant - Payment Notification

180211 SCC Grant Payments for bollards £800 dl

180220 J Beer/G Walker Trampoline funds 3 emails

180251 SCDC 5ECB174 - Kirton Parish Council dl/gw 3 emails

180192 Barclays Community & Business statements to February 18

180245 Barclays New cheque book

180196 The Phone Co-op Broadband a/c £37.50 January '18

180242 e-on Change in energy prices

Planning

180207 SCDC SCDC Authority Monitoring Report **(circ)**

Environment

180250 A Colvill condition of roads **(circ)**

180214/38/66 Highways Agency Weekly Traffic Bulletins **(circ)**

180246 SCC AONB Monthly Update Feb 2018: **(circ env)**

Recreation Ground

180276 D Talbort RG hedge cutting

SALC

180257 SALC Area meeting 19th March **(circ)**

180240 SALC Weekly Information Bulletin

OTHER CIRCULATED CORRESPONDENCE

180208	Police Connect	Wanted man and missing woman
180197	P O/Brien	Brightwell, Martlesham Heath and Waldringfield

OTHER CORRESPONDENCE

180234	Visit felixstowe	Visit Felixstowe Season Launch - Thursday 22 March _
180205	Police Connect	renewed appeal to trace missing man
180248	Police Connect	Appeal to trace missing man - Paul Moore
180204	Police Connect	COUNTYWIDE - Thefts from vehicles
180217	SALC	Crime and poor performance in the waste sector
180225/33	Keep Britain Tidy	Register Your Parish Council for #GBSpringClean
180244	D Lines/Gateway/ic/gw	Salaries 4 emaila
180201	S Harvey	Community Enabling Budget
180218	D Lines	RE: Financial reports
180260	D Lines	Financial Standing orders for revision
180222/47	roadworks.org	Roadworks Alerts
180224	Felixstowe Forward	Help Shape Felixstowe Leisure
180227	L Lanigan	Village Meeting on the "Issues & Options"
180228	UK Power Networks	how your relative would cope during a power cut?
180232	P Lickert	how your relative would cope during a power cut?
180230	CAS	Volunteering evolving New training Vacancies
180253	CAB	Acknowledgement of grant
180256	Sizewell	Sizewell C Project Update February 2018 dj
180259	UK Local Councils	Password Reset gw

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 12 February 2018 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 10 Parish Councillors, Mr T Hatrick (PTLO), Mr R Brunt (tree warden), Mrs P O'Brien (CC), Mrs S B Harvey (DC), 15 Parishioners.

Having opened the meeting the Chairman advised that since one or more Councillors had declared interests in the SCDC call for sites consultation and applications 18/0194 Village hall, Kirton & 18/0105 Land btwn 73 & 101 Bucklesham Rd, any questions related to these items raised during the POF will not be responded to until the appropriate point in the PC agenda.

1. Police Report

Much concern was expressed over the level of police incidents in the Parish (c180165), particularly over the past 2 months and year overall; a spate of burglaries was recorded but none had been solved. A meeting with the Police Commissioner was suggested and attendance at the next Tasking meeting (c180147). It was emphasised, however, that keeping garages and sheds locked was vital, as 9 burglaries could be related to such oversights. Mrs O'Brien (CC) was pressed on this issue and I Cade offered to compile the statistics for the past year from police data.

2. Parishioners Questions

Parishioners expressed an interest in commenting on the application 18/0105 which was noted for later consideration.

3. County Councillor's Report

Mrs O'Brien (CC)'s report noted that the County had agreed its budget leading to a rate increase of 4.99% and had some encouraging news on educational performance. Consultations on school bus travel and Community Self Help were taking place. The Police & Crime Panel had agreed to an increase in council tax of 6.8%

4. District Councillor's Report

Mrs Harvey (DC) also noted that the District Rate was to increase by 3.25%, made reference to the Brown Bin charge to be introduced and the Ward changes proposed following the merger of SCDC and Waveney DC. She was expecting to fund speed indicator devices to share between Kirton and 2 other villages. Felixstowe is working towards being a Dementia friendly town.

5. **PTLO Report**

Mr Hatrick had no updates to report. A guide to Accessible Transport (c180042) had been received from SC Disability Forum and circulated.

6. **Tree Warden Report**

Mr R Brunt reported he was now in possession of all the paperwork including the Hedge Survey (c180157).

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, M A Paul, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mr T Hatrick (PTLO), Mr R Brunt (tree warden), Mrs P M O'Brien (CC), Mrs S B Harvey (DC), and 15 Parishioners.

1. **APOLOGIES:**

S W Livingstone (business), Mr D Lines (RFO).

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 8th January 2018 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Councillors Paul and Walker made declaration with regard to planning applications DC/18/0105, Land between 73 & 101 Bucklesham Road and DC/18/0194, Village Hall, Kirton, respectively.

ACTION

4. **MATTERS ARISING**

i) Community shop In abeyance for the time being; layout plan not yet available.

ii) School yellow lines The clerk had had some telephone feedback from SCC and understood it had been referred to the Safety & Speed Team. **SCC**

iii) Falkenham notice boards/phone box On going. Funding for the footpath plan from the Locality Budget for £500 has been requested of SCC through Mrs O'Brien (c180098/120/141). **JS**

iv) Speed checks Councillors Walker and Cade had identified 4 locations for SID signs; at one site a pole would be required. S Harvey (DC) confirmed that she had community funds available to purchase the cameras.

v) EAONE Councillor Paul gave an update on present situation. Has a meeting arranged for 9th February, with agents, to discuss condition of Park Lane which

is plagued with potholes and mud deposits. Questions had been raised about light pollution and although there had been some changes, further improvement is unlikely.

vi) RG mobility gate and access TW had replied (c180122) that final changes to footpath levels and the gate are programmed for early completion. **TW**

5. FINANCE

i) Budget monitor/accounts D Lines had provided outputs of budget monitor, R&P summary, bank reconciliation and payments for January (c181188 attached) which were verified by Councillor Young and signed by chairman.

ii) RG trampoline Proposed M Paul, seconded A Colvill and carried that £700 should be made available to the RG committee towards the cost of repair of trampoline (c180122), S Harvey (DC) and J Beer are in discussions about provision of CCTV to monitor play equipment.

iii) Precept D Lines (RFO) had submitted request for £18000 precept to SCDC and advised of change of bankers (c180033/57),

iv) Grants The Clerk had dispersed £800 to 7 charities under s 137; acknowledgments had been received from SARS, EA Air Ambulance, MAGPAS, EACH, Disability Advice Service and ssafa for the tree lighting donation..

v) Broadband January account for £45.30 received and noted (c180045).

6. PLANNING

i) Applications The following were considered

DC/18/0061, Manor Farm Barn, Struston Mead, Kirton
Proposed Ss extension
Agreed no objection

DC/18/0166 4 Guston Gardens, Kirton
Application withdrawn

DC/18/0194 Village hall, Falkenham Rd, Kirton
Proposed Ss rear extension for toilets. Modern kitchen & storage.
Councillor Walker having made a DoI withdrew during this period.
Agreed no objection and support as community facility

DC/18/0105 Land btwn 73 & 101 Bucklesham Rd, Kirton
Erect 10 new dwellings, vehicle access, service Rd
Councillor Paul having made a DoI withdrew during this period.

IC/C'K

The application was considered at length, and observations from parishioners present and copies of written submissions to SCDC were noted. The Council had numerous objections to the proposals; agreed Councillor Cade would prepare a response based on the issues discussed and circulate for approval prior to submission to SCDC. (c180130/31/24).

ii) Issues & Option consultations Nothing to report

iii) LALC meeting Agreed Councillors Cade and Jacobs would attend meeting at Cambridge on 26th April, and extend an invitation to S Harvey (DC) to fill the other place. **CLERK**

iv) 1 Burnt House Lane Mrs Harvey (DC) had forwarded an email (c180126) from Flagship on progress on redevelopment. Councillor Jacobs to confirm with her status of earmarked funds from The Maltings development. **DJ**

7. **ANNUAL MEETING**

Police Commissioner, Merging of Ipswich and Colchester Hospitals, EAONE archaeology were suggested as speakers at the meeting.

8. **ANNUAL PARISH COUNCIL MEETING**

Agreed date should be postponed until 14th May to avoid Bank Holiday.

9. **STATUTORY POLICY DOCUMENTS REVIEWS**

Updated Financial Regulations submitted by RFO (c180146) accepted. Agreed arrangements should be made to review Standing Orders, Governance, and Risk Assessments before the end of the financial year.

10. **VILLAGE GREEN VERGE POSTS**

Contract had been let to Norse (c180179) and work would commence on 19th February. Funding from the Locality Budget for £500 has been requested of SCC through Mrs O'Brien (c180098/120/141).

11. **EMERGENCY PLAN**

Councillor Lickert reported that he had received one further response and the document would shortly be available for circulation.

12. **GENERAL DATA PROTECTION ACT**

Updates from SALC continue to be received (c180046/67/127) largely regarding outsourcing DPO service and Chairman continues to monitor. Information from LCPAS (c180149) on alternative approach not considered appropriate for **GW**

this council.

13. **ADMINISTRATIVE MATTERS**

i) Suffolk Cloud Software upgrade and new features (c180056) noted.

ii) Electoral Boundary review Consultation (c180094) noted, but no response proposed .

iii) Register of Interests Proposal from SCDC (c180152) to update on-line **COUNC** register circulated for Councillor action as necessary.

14. **ENVIRONMENT**

i) AONB boundary review Proposals from Natural England (c180116) circulated but not considered relevant to our area and no action proposed.

ii) Garden Waste Collection Scheme Proposal by SCDC to charge for brown bin collection (c180144) noted, concerns were expressed about the impact on vulnerable residents.

iii) Fly tipping An incident of fly tipping in Back Lane (c180133) had been noted and reported to SCDC for action and had been cleared within 2 days.

iv) Suffolk Coastal Air Quality The report on the consultation had been published (c180145) and circulated to councillors for information.

v) Suffolk Highways Community Self Help A survey (c180160) to assess in what areas Councils might wish to participate had been circulated and noted.

15. **RECREATION GROUND**

Nothing reported.

16. **SALC REPORTS**

i) Weekly information Bulletins circulated as appropriate (c18053/88/121).

17. **OTHER CORRESPONDENCE**

Other correspondence as listed n the agenda noted.

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

Community Shop, Yellow lines, SID, EAONE, Annual Meeting speaker, Hedges

19. **DATE OF NEXT MEETING**

Monday 12th March 2018 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.05 pm.

Signed.....
Chairman

Date.....

REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC/18/0061	Manor Farm Barn, Struston Mead, Kirton Proposed Ss extension	No Objection	
DC/18/0105	Land btwn 73 & 101 Bucklesham Rd, Kirton Erect 10 new dwellings, vehicle access, service Rd	Objection Not beneficial	
DC/18/0166	4 Guston Gardens, Kirton New roof, side and rear extensions	Withdrawn	
DC/18/0194	Village hall, Falkenham Rd, Kirton Proposed Ss rear extension for toilets. Modern kitchen & storage.	No objection - approval	

New applications

DC/18/0819	Part side garden, Homeleigh, Falkenham Proposed dwelling, Variation of condition 2.
DC/18/0910	4 Guston Gardens, Kirton Proposed new roof with bedroom accomodation, Side & rear extensions with attached garage.

ENVIRONMENT

Nothing to report

RECREATION GROUND

Pavilion : All OK in pavilion. We are still waiting for permission to put a camera on one of the houses in Paddock Close. It looks like the occupants of the best positioned house are not interested. Our second choice house would have allowed a camera but she has decided to sell up so we are waiting to chat to the new occupants. Touch wood, we have not had any flooding issues from burst pipes. The heating has been put on for an hour each morning to stop the building becoming so very cold.

Play-Area : A process of begging and borrowing has created enough funds to replace the damaged trampoline. £1500 is coming from 2 businesses, £1000 from Recreation Ground funds and £700 from the Parish Council. The work is expected to be done in March (at which time the insurance will immediately be updated !!!).

Fitness Equipment / Zip wire : Several end caps on most of the fitness equipment have rusted or are damaged. We are still awaiting a quote from the installers to replace them and do a bit of servicing on the zip wire.

Ground : Taylor Wimpey have installed a large mobility gate at the boundary with the Recreation Ground. They will be tarmac some extra bits near this gate when they complete the work on the nearby road surface. We are still waiting for Steve Jacobs at the Forge to make and install a new gate to the play area. Having eventually received planning permission from SCDC, we cannot now do the work on the floodlights as the weather is not suitable. So we intend to wait until April for the installation. Hedge cutting all around the ground has now been completed by D E Keeble. Our local contractor will be tidying up the Alley footpath over the next few weeks. I don't want to keep harping on about this but I will ! The number of dogs using the Recreation Ground has increased dramatically, perhaps due in some part to the Paddock Close houses. The amount of mess left on the ground is unbelievable – any ideas ? J Beer March 2018