

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 **4th** day of **September 2017** at **7.30 pm**

Signed.....
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report **c170885/904/21**
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports **c170876**
5. PTLO report **c170974**

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 10th July 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
 - i) School yellow lines
 - ii) Falkenham Notice boards/telephone box
 - iii) VG verges/grass cutting
 - iv) Innocence Lane hedge **c170927/59**
 - v) Trimley Road footway **c170855/96,c170928** vi) EAONE **c170832/41,c170897**
5. Assets of Community Value
6. Village Shop
7. Public Open Space Orders consultation **c170922,c170957**
8. Emergency Plan
9. Speeding checks **c170852,c170852/54,c170942**
10. Administrative matters
11. Acceptance of written Committee Reports
 - a) Planning (attached)
 - i) Local Plan Issues and Options Consultation Document
 - ii) Neighbourhood Plan
 - iii) DC17/3571 3 Rectory Lane, Front & rear extensions
 - iv) Correspondence attached
 - b) Finance (attached) Budget Monitor to follow from RFO
 - i) Unity Bank transfers & signatories confirmations
 - ii) Closure of NS & I accounts
 - iii) External Audit
 - iv) Correspondence attached
 - c) Environmental (see correspondence)
 - i) Consultation on Air Quality in Suffolk Coastal
 - d) Recreation Ground
12. SALC Report
13. Other Correspondence (attached)
14. Matters for inclusion in future Agenda
15. Date of next meeting:- Monday 16th October 2017 in the R G Pavilion at 7.30p

CORRESPONDENCE

POF

170885/904/21 eastsuffolk	Felixstowe ASB Meeting Mins/Amended	gw/ic/js/dj
170876 S Harvey	August report (circ)	
170974 T Hatrick	PTLO report for September	
<u>Matters Arising</u>		
170927/59 S Harvey to SCC	Innocence Lane Hedge Kirton	
170855/96 G Walker/O'Brien/Jacobs	Overgrown footpath along Trimly Rd	(circ)
170928 S Harvey to P O'Brien	FW: Pavement from Kirton Green to Trimley st Mart	(circ)
170832/41 Trimley st Martin PC	Cabling Project in Kirton - possible impact on Trimley Rd	gw,ic.sl
170897 PINS/Scottish Power	East Anglia Three Offshore Wind Farm	(circ)
<u>Agenda items</u>		
170922 eastsuffolk	Public Space Protection Orders consultation	(circ)
170957 P Lickert to eastsuffolk	PSPO's	
170853 A&C Richards	Sept meeting speed sign ?	
170852/54 G Walker	Speeding white Audi in Kirton	
170894 SALC per Wetheringsett	VAS Machine data analysis	(circ)
170942 Police Connect	Suffolk Police targeting speeding drivers	(circ)
<u>Administrative matters</u>		
170943 eastsuffolk	Annual Forum - Friday 10 November 2017	
170953 CAS	New networking events October training	
170887 Therese Coffey	29 th August visit	(circ)
<u>Planning</u>		
170940 SCDC	Local Plan Issues and Options Consultation Doc	(circ)
170967 SCDC	Town and Parish Meetings on the Local Plan	(circ)
170971/73/76 I Cade	Village meeting 18th September/ Please review - invitation,	(circ)
170863/68 Tr St Martin PC	RE: Innocence Farm	gw/ic/dj
170835/78 EDF energy	Sizewell C Community Relations Manager/Update - Summer 2017	
170817 P O'Brien	Transport Assessment	(circ)
<u>Finance</u>		
170820/29/87 D Jacobs/D Lines	Re: PARISH COUNCIL FUNDS TRANSFER	
170963 D Lines	Agenda item (see Finance report)	
170962/68 D Lines	NS&I Accounts/NS&I withdrawal forms/unity bank transfer	
170834 D Lines per BDO	Outstanding Review Points	
170947/55/60 D Lines per BDO	FW: Kirton & Falkenham Parish Council - Annual Return Qualification	
170857/83/910 D Jacobs to Turnock	Replacement bulbs for tree//Order for lights from Dunnock	
170966/69 D Jacobs to Flyer press	Re: FPAAP flier - 31-12-14.pdf	(circ)
170845 D Lines	Transparency Code documents	
170892 HMRC	Verification of vat claim	
<u>Environment</u>		
170866 eastsuffolk	Consultation on Air Quality in Suffolk Coastal - Have your say	(circ)
170895/99/975 I Cade/D Jacobs	Fwd: Consultation on Air Quality in Suffolk Coastal	(circ)
170889/93 L E Harrison/gw/js	Fwd: Dangerous dog in Falkenham js/gw	
170972 N Green	Dog Control	
170850 Environment Agency	Deben estuary flood defence grass cutting	(circ)
170916 SCC	Falkenham FP17 temporary closure	(circ)
170949 SCC/P O'Brien	C355 Kirton Road & Bucklesham Road	(circ)
170918/37 SCC	Problem Report 00177887 Logged/Closed	
170920 eastsuffolk	Tree Wardens - News	env comm
<u>Recreation Ground</u>		
170882/88 J Beer	Funding from SCDC for RG lights	
170924 J Beer	Re: Play area equipment	
170905 J Beer	Play area equipment assets	
<u>SALC</u>		
170844 SALC	Need to know about the reform of data protection legislation	(circ)
170950 SALC	Suffolk Coastal Area Meeting	(circ)
170951 SALC	FW: LAIS1401 Litter Strategy	

Other circulated correspondence

170831 Police Connect/Trade St	Rogues Going Door-to-Door	counc
170836 Police Connect/Trade St	Doorstep callers - 'ex offenders'	counc

170908	Police Connect	Home Security when you are away on holiday	counc	
170919	Police Connect	Door to door Rogue Fish Sellers	counc	
170657/65	SCC	AONB May/July Monthly Update: SCH		
170827/30	I Cade/various	Innocence Farm article in today's EADT	counc	12 emails
170944	I Cade	Response required for dates	counc	8 emails
170941	Scottish Power	Extension of road closure		
170819	D Lines	Sample Bank Reconciliation	counc	
170851/64/81/917/36		FW: weekly Information Bulletin w/c 10 July 2017		(circ)

Other correspondence not circulated

170848	SALC	Town & Parish Website design
170847	CAS	One more week to tell us about the heroes in your comm
170903	CAS	Good Neighbour Schemes Community Transport
170875	Police Connect	Suffolk SAFEKey Summer Message
170891	Police Connect	Barn burglary – Waldringfield
170900	Police Connect	Communities asked to be alert to lead thieves
170849	Police Connect	Stowupland - theft of horse tack
170872	Police Connect	Prisoner absconds from Hollesley Bay
170879	Police Connect	straw stack damage – farm safety
170931	Police Connect	Cold Callers
170933	Police Connect	Operation Sceptre – results from a successful week
170934	Police Connect	Orwell Bridge collision appeal – Ipswich
170935	Police Connect	Prisoner absconds from Hollesley Bay
170954	Police Connect	Chief and PCC on tour in Felixstowe
170926	Police Connect	Speedwatch day of action in Felixstowe
170824	I Cade	Re: PARISH COUNCIL PLANNING APPLICATION
170869	HMRC	Successful Receipt of Online Submission
170870/73/74/86	D Lines/gw/ic	Salary Payments
170956	D Lines	Salaries
170909	Barclays	Community a/c statement to August '17
170825	Phone Co-op	Broadband A/C for June £41.11
170911	Phone Co-op	Broadband a/c July £38.34
170945	UK Power Networks	Roadshows (29 Sep 2017 - 9 Oct 2017)
170946	Rural Services Network	News Digest - Monday, 21 August, 2017
170952	Rural Services Network	Spotlight on Rural Health
170965	Rural Services Network	Hinterland w/b 25th August
170958	eastsuffolk	Tree Council's Community Network Update
170964	HMRC	Accurate reporting, the latest PAYE changes
170961	HMRC	Successful Receipt of Online Submission
170970	SALC	Vacancies at SALC, Claydon

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 10th July 2017 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 9 Parish Councillors, Mr T Hatrick (PTLO), Mrs P O'Brien (CC), Mrs S B Harvey (DC), 3 Parishioners.

1. Police Report

No incidents were reported in the latest SNT report (c170741). Various Police Connect had been received/ circulated and put on web site as relevant (c170700/14/73).

2. Parishioners Questions

In answer to questions about any Innocence Farm development it was explained that currently the council continues to monitor the situation and much will depend on the contents of the 6 week Local Plan revision consultation due in August. A timetable for the examination of the revised document and arranging publicity and public meetings is in preparation. Similar considerations will apply for the Neighbourhood Plan deliberations.

3. County Councillor's Report

O'Brien (CC) acknowledged her re-election in May and she remains on the Police and Crime Panel. Her report gave updates on the New Highways Transformation programme, education Raising the Bar Awards, Suffolk's Better Broadband Programme and that Deborah Cadman (CEO) is moving to W Midlands Authority. The locality budget has been reduced to £8k. Complaints were put to Mrs O'Brien about the lack of verge cutting; it had become so bad that local farmers had undertaken it themselves; she agreed to report this back to Highways for action.

4. District Councillor's Report

Mrs Harvey (DC) gave reports on the official opening of the new offices, extra electrical recycling facilities at Deben Pool, return of Women on Wheels, and the Coastal Conference to be held in October. She was reserving her Community Budget against the possibility of a Community Shop opening in the village and had been made interim vice-chairman of the Planning Committee. Encouragement to consider the forthcoming review of the Local Plan was highlighted.

5. PTLO Report

The Mr Hatrick (PTLO) circulated copies of the revised Park & Ride facility and has other copies available.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, M A Paul, S W Livingstone, Ms EY Choi, Mesdames J L Shaw, Mr T Hatrick (PTLO), Mr D Lines (RFO), Mrs P M O'Brien (CC), Mrs S B Harvey (DC), 3 Parishioners.

1. **APOLOGIES:**

G J Walker (chairman), Mrs E A Colvill

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 5th June 2017 having been previously circulated were taken as read, approved and signed by the vice chairman, I Cade, in the chair.

3. **DECLARATION OF INTERESTS**

Nothing declared.

ACTION

4. **MATTERS ARISING**

i) Additional School yellow lines A request had been put to SCC which had been acknowledged (c170790).

ii) Village Green junction finger post Condition had been reported to SCC, and had replied that no action proposed at the present time (c170795).

iii) Public Space Orders/Emergency Plan Councillor Lickert had nothing to report on PSO; Emergency Plan progresses slowly.

iv) Falkenham Notice boards Councillor Shaw reported on going action.

JS

vi) Parking near Church Lane Agreed should continue to be monitored.

vii) Verge cutting Clerk to write to SCDC and ask how many times VG had been cut this season.

CLERK

5. **ASSESTS OF COMMUNITY VALUE** Referred to next agenda.

CLERK

6. **EAONE** A meeting between Scottish Power, Chairman and Councillor Livingstone took place on 28th June covered issues of Recycled aggregates, Traffic Management and communications (c170780/82 circ). Further responses still awaited. Notices of road closures (c170699/749) noted and circulated.

7. **NEIGHBOURHOOD PLAN**

Following discussions during POF, in abeyance pending revised Core Strategy. Minutes of recent meetings of steering group (c170717/73) noted.

8. **ADMINISTRATIVE MATTERS**

i) SCC Network Assurance Outline of scheme to make road information widely available (c170760) noted and circulated.

9. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) Planning applications The following were considered.

DC17/2714
30-34 Falkenham Road
Erection of 2 bungalows

Objection agreed with 1 abstention on the grounds of Layout/Bldg density, road access, together with reiteration of previous objections to back land development.

DC17/2855
Vicarage Cottage, The Old Vicarage, Falkenham
Certificate of lawful use (existing) Continued Change of use of Vicarage Cottage to a dwelling house.

Objection with 1 abstention that within this protected area it should remain un-separated from the main dwelling, as agreed by the earlier planning approval.

ii) Local Plan/Innocence Farm In anticipation of a public meeting to consider revised Core Strategy, proposed M Paul, seconded J Shaw and agreed a budget of £200 to produce flyer and distribution.

b) **Finance** (attached)

i) Mr D Lines (RFO) had circulated financial reports (c170811) and to establish the authenticity of the Bank Reconciliation report, the Receipts and Payments Summary, Uncashed Payments and Receipts Summaries, and the Bank statements were all examined and initialled accordingly, and no discrepancies were reported by Cllr Choi.

ii) Unity Trust Banking Agreed a sum of £5000 should be transferred from the **CK/RFO** Council's Barclays Investment account to its Community Account. Proposed M Paul, seconded J Shaw and carried that a sum of £5000 shvn ould be transferred from the Barclays Community account to the Unity Trust Bank account once the latter account had been finally set up.

iii) Internal Audit Proposed M Paul, seconded E Choi and carried that the report of Heelis and Lodge (c170753) is accepted and the recommendations therein relating to Minute initialling, Insurance cover, and the Transparency Code will be addressed.

iv) External Report The Internal Report having been received the Clerk would **CLERK** prepare and submit the Annual Return to BDO for audit on 31st July.

v) Broadband Account for May received (c170715).

vi) Barclays Bank Community and Business accounts to June (c170696) received and passed to RFO.

c) **Environment** (attached)

i) Innocence Lane hedge Mrs Harvey (DC) had been in correspondence with SCC (c170779) requesting the visibility problems with the hedge of Innocence

House be dealt with.

ii) Tree warden Latest newsletter (c170794) circulated to Environment Comm.

d) **Recreation Ground** (attached)

10. **SALC REPORT**

i) Information Bulletins Two bulletins circulated (c170705/731) the latter containing updated Good Councillors Guide.

11. **OTHER CORRESPONDENCE**

Other circulated and un-circulated correspondence as listed on agenda noted.

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

Notice Boards and signs, Village Green parking, Local/Neighbourhood Plans
Village Shop

13. **DATE OF NEXT MEETING**

Monday 4th September 2017 in the Recreation Ground Pavilion at 7.30 pm,
with provision for meeting on 14th August for planning if required.

There being no further business the meeting closed at 10.15 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC/17/2003	50 Falkenham Road, Kirton Combine 48 & 50. Replace existing ext with larger ext rear and side	No objection	Granted
DC/17/2087	2 Grays Orchard, Kirton 2 Storey side extension, single storey rear ext	No objection	Granted
DC/17/2240	43 Church Lane, Kirton Erection of part two/single storey side/rear ext.	No objection	Granted
DC/17/2714	30, 32 and 34 Falkenham Road, Kirton Erection of 2 No bungalows with integral garages	Objection Bldg density	
DC17/2855	Vicarage Cottage, The Old Vicarage, Falkenham Certificate of lawful use (existing) Continued Change of use of Vicarage Cottage to a dwelling house.	Objection Keep attached	

New applications

DC/17/3171	Brook Cottages, Bucklesham Road, Kirton Retention of existing panel fence/provision of new access drive	No objection
DC17/3571	3 Rectory Lane, Kirton Front & rear extensions	

FINANCE

Unity Trust Bank resolution

To add Cllrs Peter Lickert & Steven Livingstone to the list of Unity Trust Bank signatories
The Parish Council confirms:

that the people named in this form will be authorised signatories on all accounts
that instructions and changes will be given in line with the mandate
that it is aware Unity Trust Bank may not make enquiries before acting on instructions
given by any authorised signatory
it will notify Unity Trust Bank of any changes to the organisation in writing.

ENVIRONMENT, RECREATION GROUND

Nothing to report