

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 **3rd** day of **September 2018** 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
2. Parishioners questions
3. County/ District Councillors Reports
4. PTLO/Tree Warden reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 9th July 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) Highway issues
 - ii) Kirton Road yellow lines
 - iii) GDPR
 - iv) SID
 - v) Grit bins
 - vi) EAONE/THREE
 - vii) Lazy Acre, Falkenham
 - ix) Beacon of Light - Collection/8th November schools attendance
5. Administrative matters (see correspondence)
6. Finance (attached)
 - i) Financial reports
 - ii) Insurance renewals
 - iii) Defibrillator maintenance payment
 - iv) Correspondence
7. Planning (attached)
 - i) DC18/3381 4 Guston Gardens – Ss rear extension
 - ii) DC18/3404 Paddock Close – Variation of S106 agreement
 - iii) Local plan consultation response
 - iv) Correspondence
8. Environment
 - i) VG parking
 - ii) Correspondence
9. Recreation Ground (attached)
10. SALC (see correspondence)
11. Other Correspondence (attached)
12. Matters for inclusion in future Agenda
13. Date of next meeting:- Monday 29th October 2018 in the R G Pavilion at 7.30 pm

CORRESPONDENCE

Police

180813	Police Connect	Suffolk Police continues to tackle burglary	(circ)
180863	Police Connect	Arrests made in rural crime crackdown	(circ)
180814	T Passmore	PCC Update: Plans for local policing	(circ)
180864	Suffolk Police	Suffolk local policing changes infographic	(circ)
180681	eastsuffolk	Felixstowe and District ASB mins - 31st July 2018	(circ)

Matters arising

180867	S Harvey	FW: August 2018 District Cllr's report	(circ)
180792	P O'Brien per SCC	Fwd: CR214434 Trimley Road	(circ)
180866	C Munnings	The Old Wheelwrights' hedges	
180851	G Walker to SCC	SID site applications for <u>Kirton</u>	
180809	Pageant Master	WW1 Beacons of Light - update	
180819	G Walker	Fwd: WW1 Beacons of Light	
180929	Felixstowe TC	School Cemetery Visits 8th November	
180799	P O'Brien	FW: Brightwell FP10 temporary closure	
180953	Scottish Power	Stakeholder Engagement Review	

Administration

180810	eastsuffolk	GAMBLING ACT 2005 – CONSULTATION	(circ)
180869	eastsuffolk	2018 Disability Focus Day 23 rd October	
180921	SCDC	Quality of Place awards 2018	
180791	CAS	CAS Awards 2018 New Guide on Fundraising	

Finance

180901/2	D Lines	August Financial Reports/ Budget Monitor 13 August 2018	(circ)
180790/805	D Lines	FW: ICO - Application confirmation/ Confirmation of payment	
180796	Headway	Suffolk Newsletter 2018	
180848/943	Elizabeth Hospice	Newsletter/grant request/Great Garden trail 2019	
180872	CAS	Thank you for your donation	
180899	Barclays	Community/Business a/c statements April-Aug	
180800/905	The Phone Co-op	Broadband a/c £38.96/Broadband a/c £38.73	

Planning

180816/17	eastsuffolk/SCDC	First Draft Local Plan - Press release/consultation document published	(circ)
180849	SCDC	1st Draft Local Plan/Polices Maps	(circ)
180952	I Cade	Draft PC response to SCDC on Ithe Draft Local Plan	(circ)
180954	I Cade/TS Mary PC	Bidwell's latest proposal.	
180956	eastsuffolk	East Suffolk Housing Strategy - 'Housing 2023'	(circ)
180915/16/17/22	Tr St Martin PC	Transport Report/Draft Response	
180854	SPS	Suffolk Coastal Local Plan	
180896	SALC	Independent review of planning appeal inquiries	(circ)
180857	SPS	Landscape Training	(circ)

Environment

180792	P O'Brien per SCC	Fwd: CR214434 Trimley Road	(circ)
180808	S Harvey	TPO trees removed at Swiss Farm	(circ)
180827	SCC	AONB July Monthly Update	
180832	eastsuffolk	Greenprint Forum Newsletter	
180880	es treewardens	tree wardens	rb
180883	P O. Brien	FW: Highways Bulletin 23 July - 5 August	(circ)

Recreation Ground

180793	Charity Commission	Changes to updating your charity's details	
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SALC

180785	SALC	Suffolk Walking Festival 2018 poster feedback	
180797/837/885/920	SALC	E-bulletin 13 July 2018/26 th July/8 August/17th August	(circ)
180884	NALC	NALC Newsletter	(circ)

Other correspondence

180779	Police Connect	CCTV appeal after assault - Felixstowe	
180794/803	R Partridge	CEO responses	gw
180876	Police Connect	Police support campaign to target speeding drivers	(circ)
180888	easesuffolk	Silver Sunday	
180781/82	eastsuffolk	Re: Stakeholde consultation on the Draft East/ Recall	
180821	HMRC	Successful Receipt of Online Submission	
180822	D Lines/D Jacobs	Salary payments	
180900	D Lines	FW: Recreation Ground VAT	
180784	EELGA	e-bulletin	
180789	SALC	Clerk's information & networking event	
180795/15/43/70	Highways Agency	Weekly Traffic Bulletin - 16 July 2018 REVISED/23 July /39 July/24 August	
180895	Highways Agency	Weekly Traffic Bulletin - 13 August	
180807	CAS	Members update - 17 July 2018	
180835	CAS	CAS Awards 2018 Vote - East Anglian Sailing Trust	
180846	CAS	Funding opportunity and workshop	
180894	CAS	Building Connections Fund Strawberry Tea	
180820	M Paul	Re: PARISH COUNCIL VERGES	
180831	G Walker	Re: Land Ownership Enquiry - Kirton	
180836	UK Power ntwk	Thunderstorms and Electricity Network Prep	
180844	Police Connect	BT and HMRC Scams	
180852	SCDC	CHANGES TO TOWN AND PARISH CLERK DETAILS	
180875	I Cade	Leaflet for village meeting and Local Plan	
180882	Carrinne Day	Thank you	
180889	D Lines	Statements	
180892/912	D Jacobs/P Likert	Re: VG parking	
180909	NALC	Newsletter	
180914	NALC	LCR Autumn 2018 Survey	
180898	SCC	AONB - Volunteer Work Parties	
180780	S Harvey	RE: 4 Guston Gardens	(circ)
180818	SCDC/MPaul	DC/18/1780/FUL – outcome	(circ)
180845	Veritas	Sales Invoice SIN026518. From Vertas Group	
180891	J Beer	Recreation Ground VAT	

KIRTON & FALKENHAM PARISH COUNCIL

**Minutes of Parish Council Meeting held on
Monday 9th July 2018 at 7.30 pm in the Recreation Ground Pavilion**

PUBLIC OPEN FORUM

PRESENT 6 Parish Councillors, Mr T Hatrick (PTLO), Mr R Brunt (tree warden), Mrs S B Harvey (DC), 1 Parishioner.

1. **School Association** The chairman, Mrs Collins, vice-Chairman, Julie Gray, of Trimley Martin Primary School, School Association introduced themselves and outlined the aims of the committee, setting out its desire to renew and refurbish activities and re-engage with Kirton & Falkenham villages. A Forest School was being established for which fund raising was in hand. Contact information and posters were left with the Council.
2. **Police Report.** The appointment of PC Rachael Partridge as Community Engagement Officer to the district (c180695/711) was noted and had been invited to this and future meetings. The minutes of the last ASB (c180724) had been circulated. Proposals about Funding PSCOs (c180711) and circular seeking local police volunteers (c180729) were noted but no action proposed; latter could be put on web site. 3 incidents in Kirton had been recorded in May.
3. **Parishioners Questions** A parishioner raised concerns with and showed to the Council revised plans for 4 Guston Gardens under a permitted development application. A Falkenham resident raised a written complaint (c180771) about activities at Lazy Acre Falkenham concerning noise vehicle breaking and access. Issue noted and will be considered at next meeting following further investigation.
4. **County Councillor's Report** Mrs O'Brien (CC) sent a written report which outlined a proposed major review of Highways policy; an Improvements and Innovations. Board has been set up to oversee the process. She gave notice of meetings in the autumn which invite residents to chat with the Leader of the Council, Councillors and Officers, and made reference on the drug gang problems in Ipswich.
5. **District Councillor's Report** Mrs Harvey (DC) concentrated on the 2 consultations underway; the new warding arrangements which, while not affecting Parish boundaries, will create a new ward and reduce the number of District Councillors to two, and the Local Plan Review which will be released during July. Other matters reported covered the Felixstowe Future consultation, the reopening of the Deben Leisure Centre, a solar energy initiative for which interest is invited.
6. **PTLO Report** Mr Hatrick had nothing report
7. **Tree Warden Report** Mr Brunt had made a noted of the limbs on the VG maple which were reverting.

PARISH COUNCIL

PRESENT: Messrs I Cade, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Mesdames J L Shaw, Mr T Hatrick (PTLO), Mr R Brunt (tree warden), Mrs S B Harvey (DC).

1. **APOLOGIES:**

A P Hutton, D Jacobs, F H Last, EY Choi, E A Colvill, D Lines (RFO), P M O'Brien (CC).

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 11th June 2018 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None raised.

ACTION

4. **MATTERS ARISING**

i) Highway issues Mrs O'Brien had raised with SCC Highways (c180676/88) **SCC** hedge trimming, verge cutting and footpath maintenance; action awaited. A parishioner had similarly raised this regarding the road to the school (c180697). Noted that SCC had announced a major review of highways maintenance (c180706).

ii) Falkenham notice boards On-going

iii) Kirton Road yellow lines Following resurfacing yellow lines had been replaced. Unclear whether lines had been extended northwards, and whether consideration should be given to lines at Back Road.. For discussion at next meeting. **CLERK**

iv) SID In hand. **GW/DJ**

v) GDPR Nothing further to report; latest update from SALC (c180740) circulated. Councillors reminded of SALC briefing July 12th.

vi) Grit bins On-going. **DJ**

vii) EAONE/THREE Nothing new to report.

5. **ADMINISTRATIVE MATTERS**

i) WW1 Beacon lighting In hand for November. Clerk confirmed additional wreath for Falkenham Church had been ordered from RBL

ii) Therese Coffey MP Annual report (c180699) circulated and taken as read.

6. **FINANCE**

i) New Pay scales In accordance with revised National Pay Scales (c180721) agreed salary of RFO should be increased to accord and on Clerk's request his salary raised by 2%; both back dated to 1st April by 2%.

ii) Financial reports RFO had forwarded updated financial reports and budget monitor (c180760) which which were accepted and approved. (attached)

iii) GDPR ICO registration confirmed (c180765). Direct Debit of £40.00 **CLERK**
Unity Bank for registration fee dublicately signed for return to RFO.

iv) External Audit Had been submitted on 13th June by the RFO (c180678); result awaited.

7. **PLANNING** (attached)

i) Local Plan Council had been advised of forthcoming public consultation on **CLERK** the Local Plan 1st Draft Plan from 20th July to 14th December (c180701), with briefing session available to councillors on 14th July and public session on 24th July 1-2-1 session would be available in August. Agreed that the delegation of Councillors Walker, Cade and Jacobs to act on behalf of the Council should be renewed and prior to the Council meeting in September these Councillors would consider options and report. Clerk to book these Councillors on 1-2-1 session with SCDC on 17th August from 1 to 2 pm. Initial research suggests Innocence Farm and a small housing development on Backlesham Road figure in the plan. Councillor Shaw would approach a local consultant for advice on **JS** appeal procedure.

ii) Boundary changes Notification of changes to ward boundaries (c180738) noted. Parish boundaries will not be altered but number of District Councillors will be reduced from 3 to 2.

iii) Planning applications Nothing new considered since last meeting but requests for referrals lodged over 4 Guston Gardens (c180728) and Grange Farm (c180734) applications.

8. **ENVIRONMENT**

i) Green issues Greenprint newsletter (c180715) circulated for information/

ii) Summer activities Agreement given to display sign on VG for Preschool activity (c180693)..

9. **RECREATION GROUND**

Nothing to report

10. **SALC**

i) Area meeting Minutes of meeting on 4th June (c180681) circulated for information

ii) E-bulletins 15th June bulletin (c180685) for information.

11. **OTHER CORRESPONDENCE**

Other correspondence as listed on agenda noted.

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

Local Plan, Yellow lines, SID, GDPR, Grit bins, Beacon lighting, EAONETHREE, Lazy Acre.

13. **DATE OF NEXT MEETING**

Monday 3rd September 2018 in the Recreation Ground Pavilion at 7.30 pm

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

Signed.....
Chairman

Date.....

REPORTS

PLANNING

DC/18/1780	Grange Works, Falkenham Road, Kirton Change of use agricultural land to additional storage of landscaping materials.	Object over develop't	Granted
DC/18/2004	4 Guston Gardens, Kirton Proposed single storey side extensions and front extension. (Revised proposal)	Object over develop't	Granted
DC18/2879	Lodge Farm, Kirton Erection of grainstore building	No comment	

New applications

DC18/3404	Paddock Close, Kirton Variation of legal agreement to modify S106 on DC14/4225
DC18/3381	4 Guston Gardens, Kirton Ss rear extension (Revised proposals)

RECREATION GROUND

Pavilion : No progress yet on setting up a better camera position to highlight the play area. Not sure what the best route is at the moment. We are going to have a couple of outside power points installed on the pavilion near the defib machine. This will save hassle trailing wires out of the windows when we have events at the ground. Naturally they will be lockable to avoid vandalism.

Play-Area : No damage yet to trampoline (at the time of writing !!). The new access gate near to the Paddock Close entrance has actually been installed. We have had a request to install another seat in the play area near to the new entrance. So as funds are available, we have ordered a new seat which should be here in the next few weeks. It will have to be fixed to the ground of course.

Fitness Equipment / Zip wire : Several end caps on most of the fitness equipment have rusted or are damaged. We have a quote from the original suppliers. It is quite reasonable apart from a large figure covering their travel and work on site. So we have decided to order the parts and attempt the fixing/installation ourselves.

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. We have spoken to the 'Greening' family about putting a plaque on the pavilion wall with reference to Brian Greening who died last year. It would be in recognition of the funds received for the floodlight project from Brian's funeral. Also still in discussions with SCDC concerning the rubbish/dog bin collections on the Rec. They should be done on a Thursday afternoon or Friday morning but we have had to wait until the next Monday on occasions. The dog bins in particular are overflowing by then ! We will get there in the end.

J Beer August '18

It is interesting that the pavilion has been hired 3 times in the summer holidays by a group of

parents (possible from Trimley I think). A number of parents accompanied by many offsprings have turned up for their events. Whilst they often used to come to the Rec for the play area and have a picnic, the use of the pavilion as a base complete with toilet facilities has been of great benefit to them.