

PARISH of KIRTON & FALKENHAM

Dear Sir/Madam,

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that a **REMOTE** meeting of the **Parish Council** of the above Parish will held on
Monday the 15th day of February 2021 at 7.30 pm

Meeting ID: To Follow

Password:

Signed C A Shaw

Clerk

A G E N D A

1. Register in and apologies
2. Minutes of Parish Council **remote** meeting of 11th January 2021
3. Declarations of interest.
4. Matters arising
 - i) Quiet Lanes (210066/135)
 - ii) Flooding (210036/49/70, 210110/121, 210117/124)
 - iii) Rectory Lane sign (210065)
 - iv) Footpath signs (210064)
 - v) Community workshop (210035)
 - vi) Trimley rdbt accident/vegetation (210046)
 - vii) Tree planting
 - viii) RG/VG Land Registration
 - ix) EAONE/THREE
 - x) Covid 19 update (210103/7)
5. **PUBLIC OPEN FORUM**
6. ADMINISTRATION
 - i) Annual meetings (210154)
 - ii) Bus services (210084)
 - ii)i Felixstowe beach huts (210136)
7. CODE OF CONDUCT REVIEW (210041, 210123)
8. CYCLES AND ELECTRIC MOUNTAIN BIKES ON FOOTPATHS
9. FINANCE
 - i) Financial reports (attached) (210118/210043)
 - ii) Locality Budget/Community grant allocations
 - iii) CIL reports (210099)
 - iv) Grants (210056)
 - v) Banking (210114)
 - vi) Audits 2020/21
 - vii) Correspondence
10. PLANNING (attached)
 - i) Local Plan update
 - ii) Reeve Lodge (210091, 210137/153)
 - iii) 1 Alley Road (210113, 210040/55, 210081)
 - iv) DC/21/0095/96 The Old Maltings, Rear extensions.
 - v) Sizewell C
 - vi) DC/20/4206/ROC |Grooms Cottage, Swiss Farm
Change of use of farm office
 - vii) Correspondence
11. ENVIRONMENT **see correspondence**
12. RECREATION GROUND
 - i) RG Signs
13. SALC **see correspondence**
14. Matters for future agendas
- 15.. Dates of next meeting Monday 15th March 2021 by remote.

CORRESPONDENCE

Matters arising`

210066/135	quletlanes suffolk	QLS Volunteers Update 15Jan/update 4 feb	js/dj
210036	D Jacobs	Responsibility for highway drainage	circ
210049	D Kemp	RE: Fwd: Suffolk CC Problem Report 00298644	circ
210070	D Jacobs	Re: Falkenham Road grips	mp/gw
210110	I Cade	Flooding on Bucklesham Road	esc
210121	SCC	SCC Highways ref 305451 - Bucklesham Road, Kirton	ic/mp/d
210117	H Churchyard	Falkenham Road flood	
210124	ESC	Re: [~46525] Falkenham Road, Kirton - 305783	circ/hc
210125/26/34/40	D Jacobs	Fwd: [~46525] Falkenham Road, Kirton - 305783	circ
210065	D Jacobs to fingerp't	Kirton fingerpost	
210064	J March	Footpath Signs	mp.dj
210035	A Hutton	FW: Felixstowe grant appraisals	circ
210046	A Colvill	Re trimley/kirton roundabout	circ
210103/7	ESC	EAST bags	circ
210109	M Allen	Council aims to help vulnerable people stay active	
210128	M Allen	NHS Number finder	circ

Administration

210154	SALC	Latest SALC ebulletin dated 8 February 2021	circ
210084	SCC	Suffolkonboard bus timetable updates	circ/th
210136	M Allen	Press release - Have your say on new beach village	circ

Code of Conduct

210041	M Paul	Re: PARISH COUNCIL CODE OF CONDUCT	
210123	ESC	RE: SUFFOLK CODE OF CONDUCT	

Finance

210118	G Walker	Feb finance reports on website	circ
210043	G Walker to ESC	21/22 Precept for Kirton & Falkenham PC £22,146	circ
210099	ESC	CIL Annual Reports	
210105	G Walker	Fwd: CIL Annual Reports	
210056	DAS	Acknowledgement of grant	
210114	G walker	Unity authorisations please	
210058	ESC	Council passes on Government grants to Towns and Parishes	circ
210078	M Allen	More funding available to help tackle social isolation	gw/dj/mp

Planning

210091	SCC	RE: TRIMLEY ST MARTIN SCHOOL	circ
210137	J Fothergill to SCC	Trimley St Martin Primary School and Kirton	
210153	J Fothergill	Reeve Lodge Planning DC/20/5279/OUT draft response	circ
210113	Counc	Fwd: Public Access Notification - DC/20/5258/FUL	circ
210040/55	A Hutton	Comments on DC/20/5258/FUL Alley Road /Final response	circ
210081	S Harvey	1 Alley Road update	ah/mp
210061/62	ESC	Public Access Notification – DC/21/0095/FUL/0096/LBC	circ
210115	I Cade	Fwd: Public Access Notification - DC/21/0095/FUL	circ
210104	ESC	DC/20/4206/ROC Swiss Farm	circ
210132	Highways eng	UPDATE Important roadworks information A14 junction 58	circ
210139	ESC	2019/20 Monitoring and Open Data Update	circ
210044	Sizewell C	BRIEFING SIZEWELL C: UPDATE – January 2021	circ
210088	Planning Inspectorate	FW: EN010012 – The Sizewell C Project	circ

Environment

210090	Tree Council	Branching Out: your January update	rb
210092	ESC	FW: Winter Newsletter, Bye Bye Plastic, current consultations	
210120	M Allen	Bin etiquette	

Recreation Ground (attached)

SALC

210038	NALC	OPEN LETTER TO ALL COUNCILLORS	
210047	SALC	NHS Suffolk - virtual community event – COVID	
210057/101	NALC	CORONAVIRUS UPDATE	
210068/87/111	NALC	CHIEF EXECUTIVE'S BULLETIN	
210071	NALC	LCR MAGAZINE	
210074/93	SALC	ebulletin dated 18 January 2021/25th January/	

OTHER CORRESPONDENCE TO NOTE

210039	myneighbourhoodpl	Neighbourhood Plan 2021	
210051	M Allen	Have your say on open spaces in East Suffolk	circ
210052	M Allen	East Neighbourhood & Partnership Updates	circ
210082	M Allen	FW: recycle right waste less	circ
210086	M Allen	Bulky waste collection service suspended	circ
210053	R Kerry	NHS Suffolk - virtual community event – COVID	circ
210059	J March	Re Suffolk County Council Problem Report 00298644	circ
210060	D Jacobs	Re: PARISH COUNCIL Fwd: Press release	
210063	suffolkcloud	Fwd: suffolk.cloud support	gw/dj
210072	aepas	JOINT LETTER TO NEW BEIS SECRETARY OF STATE	circ
210116	M Allen per ESC	East Suffolk households asked to follow bin rules	circ
210067	AltonPCRE:	Lengthsman	mp/dj
210069	AltonPCRe:	Lengthsman	mp/dj
210054	one.network	The one.network platform is changing	
210083	one.network	What the Street Manager changes mean for you	
210096	CAS	COVID-19 Funding - £250,000 Available in Suffolk	
210097	aepas	JOINT LETTER TO NEW BEIS SECRETARY OF STATE	
210100	G Walker	Jan payslip	
210102	A Vickers	Re: Concern over new primary school	
210105	G Walker	Fwd: CIL Annual Reports	
210106	CAS	CAS Network News Funds, Grants and Events Galore!	
210112	G Walker	Fwd: Cllr. Patricia O'Brien's Locality Budget grant	
210130	ESC	RE: ELECTORAL REGISTER	
210138	walkingengland	Do you have a local newsletter?	
210141	J Beer	RG report for 15th Feb	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held remotely by Zoom video conference on Monday 11th January 2021 at 7.30 pm

1. **PRESENT:** Messrs I Cade, J Fothergill, A P Hutton, D Jacobs, P J Lickert, R J Osborne, M A Paul (chairman), Ms EY Choi, Mesdames E A Colvill, J Durrant, J Shaw, Mr G J Walker (RFO), Mr R Brunt (Tree Warden) and one parishioner. Apologies had been received from Mr T Hatrick.

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held remotely on 16th November 2020 having been previously circulated were taken as read, approved and seen to be signed by the Chairman.

3. **DECLARATION OF INTERESTS**

Nothing new declared..

ACTION

4. **MATTERS ARISING**

i) **Rectory Lane signpost** Response on breakdown of costs still awaited from SCC. Clerk had sent reminder (201342). Way forward may be to create an in-house quotation and then seek SCC approval.

ii) **Quiet Lanes** Councillor Shaw explained that application papers had been submitted. Councillor Jacobs had supplied vehicle counts for Back and Brook Lanes (201464). A leaflet drop to affected households and a public meeting needed to follow (201340/44). Grants should cover the cost of the leaflets. A remote update meeting was scheduled for that evening. **JS**

iii) **Footpath signs** Councillors Paul and Jacobs are to prepare map of damaged signs (201391).. Councillor Paul reported that an officer from SCC had visited the estate, but not clear what action was being undertaken. **MP/DJ**

iv) **Community workshops** Councillor Hutton gave an update on the meeting on 10th December 2020 he had attended (201402) and the recent meeting at which allocation of grants were discussed; he would circulate this correspondence for interest. **AH**

v) **VG/RG land registration** Response for Land Registry awaited,

vii) **WI Memorial Tree** Tree had been planted on Recreation Ground and WI would be providing a guard. Understood a resident of Paddock Close had offered to keep it watered

viii) **Covid 19 update** Vaccination centres are to open at Trinity Park and Grove medical centre this week.

5. **Public Open Forum**

Mrs Harvey as a Trustee of Nassau Trust explained that the Trust was making ½ an acre of land available as a Community Woodland off the footpath between

Paddock Close and Durillda Green to aid social and mental health.

A report from Mrs O'Brien (CC) had been circulated and gave updates covering School closures during covid crisis, a joint venture company to lead some housing developments, the consultation on Street Design and financial help for low income or benefit groups.

A report from Mr Kerry (DC), also circulated noted a new site for beach huts at Felixstowe, the preliminary application for the relocation of Trimley St Martin School and preparations for the new Deben School site. A joint Ward report was included.

6. **POLICE MATTERS**

i) Trimley roundabout accident A fatality between a cyclist and a lorry on 26th November 2020 (201338) on Trimley Road approaching the interchange was widely discussed (201376). The precise details of the accident not being available the influence of visibility or vegetation overgrowth was not clear. Concerns were expressed over safety aspects of the interchange accesses itself and the views of SCC should be sought. Councillor Cade offered to receive comments on vegetation aspects in order to lodge enquiries. **COUNCIL**

ii) PCC Proposals on council tax The Council had no views to forward on the consultation (201479).

7. **TREE PLANTING**

Councillor Durrant had visited the proposed woodland area promoted by Mrs Harvey during POF (201466), noting some oaks had been already planted and a holly tree was promised. Proposed D Jacobs, seconded J Shaw and carried that the Council should make a grant of £100 towards further planting.

8.. **FINANCE**

i) Financial reports (attached) Financial/monitoring reports to the 4th January 2021 having been circulated by the RFO had been verified by Councillor Choi and were accepted.

ii) Precept Proposed E Choi, seconded J Shaw and carried that a precept for 2021/22 of £22,146 be requested from ESC

iii) Community Grant An acknowledgement of the grant made to Trimley St Martin School for IT support, had been acknowledged with thanks (201308/449).

iv) Locality budget Mrs O'Brien had advised (201335) that K& F had £1100 to spend; agreed Councillors should consider options to bring before the Council at the next meeting. **COUNCIL**

iv) Grants Acknowledgements and thanks had been received Magpas, CAB, Homestart, SARS, EAAA.

v) Banking Authorised payments

Suffolk Cloud/website	£70	C A Shaw/salary	£354.60
HMRC/PAYE	£312.40	D Jacobs/expenses	£19.10

G J Walker/salary	£87	RBL/poppy appeal	£200
LexisNexis/PC manual	£119.99	Norse/VG grass	£509.84
D Cope/VG hedge	£173	G J Walker/salary	£86.80
C A Shaw/salary	£345.60		

9. **PLANNING** (attached)

i) Local Plan Nothing to report. Councillor Cade recorded that arising from the Docks Liaison Committee meeting, there had been a change in Bidwells Local management; the contact was now Robin Hill.

ii) Planning applications

a) DC/20/4261 Bramble Cottage, Back Road, Falkenham **CLERK**
Erection of 1st Floor rear balcony.

The Council had no comments to make.

b) DC/20/5258 1 Alley Road, Kirton **AH/CLERK**
Proposed side extensions with new roof creating loft accomm.

The Council had reservations about these proposals over car parking provision, over development, overlooking. Councillor Hutton agreed to draft a response for on-line consideration.

c) DC/520/107/FUL 4 Church Lane Kirton **CLERK**
To refurbish existing flat roof extension and incorporate into extension - all on rear elevation. Render all external wall surfaces except east elevation in grey 'K' render. Clad East elevation in grey hardi-plank. Remove garage. remove rear chimney stack.

The Council had no comments to make.

iii) Port Liaison Committee The Clerk and Councillor Cade attended the remote meeting on 30th November; minutes (201396/405) circulated.

iv) EAONE/THREE Nothing to report.

v) Sizewell C Updates on consultations (201302/4./201452) circulated.

vi) Reeve Lodge The Council had submitted comments to Pigeon website (201381/7) questioning the effects on pupils from Kirton. An outline planning application has since been submitted to ESC. SCC to be asked for updated timetable for the school relocation. **CLERK**

vii) Land adjacent 86 Meadowlands This application had been granted (201453) contrary to Council's objections

viii) Deben coastal path Reports from Natural England (201390) noted, but of little significance to K & F Parish

ix) Historic Environment consultation ESC consultation on conservation and enhancement (201390) circulated and noted

10. **ENVIRONMENT**

i) Dog bins A complaint from a resident about dog fouling in the village (c201469) was noted as a reflection of numerous observations on social media and had been aggravated by delays in emptying over the Christmas period. Agreed no action necessary. Litter bin at Park Lane should soon be re-installed.

ii) Flooding On behalf of a resident Councillor Jacobs had reported to SCC (201417) incidents of flooding on Falkenham Road due to the blockage of grip and drainage ditch. SCC had responded that this was the responsibility of the landowner. Clerk had written to the owner for comment which is awaited.

11. **RECREATION GROUND**

i) Charity Commission The Annual Return for 2020 had been submitted (201385).

ii) Football funding J Beer had reported (201352) that Football Foundation had finally provided grant for football equipment without reference to the Deeds

12. **SALC**

i) Code of Conduct NALC had produced a new CoC. Agreed this should be examined against our own. **COUNC**

ii) Circulars Various SALC and NALC bulletins circulated and noted as appropriate.

13 **OTHER CORRESPONDENCE TO NOTE**

Other correspondence listed on the agenda noted.

14 **MATTERS FOR INCLUSION IN FUTURE AGENDA**

Code of Conduct, footpath signs, bicycle/electric mountain bikes on footpaths,

15. **DATE OF NEXT MEETING**

Monday 15th February at 7.30 pm by remote facility.

There being no further business the meeting closed at 9.35 pm.

Signed.....
Chairman

Date.....

REPORTS

PLANNING

	PC	ESC
<u>Existing applications</u>		
20/1860/OUT Land Off Howlett Way Trimley St Martin Phased construction of up to 340 dwellings	Object	
20/4261/FUL Lavender Cottage Back Road Falkenham Retrospective permission sought for retention of existing first floor balcony to rear of property (following enforcement notice ref : ENF/20/0386/COND) and new cartlodge to front of property.	No comment	Granted
20/4612/FUL Bramble Barn Back Road Falkenham Erection of first floor rear balcony	No comment	
20/5107/FUL 4 Church Lane Kirton Suffolk IP10 0PU To refurbish existing flat roof extension and incorporate into extension - all on rear elevation. Render all external wall surfaces except east elevation in grey 'K' render. Clad East elevation in grey hardi-plank. Remove garage. remove rear chimney stack.	No comment	
20/5258/FUL Avalon 1 Alley Road, Kirton Proposed Side Extensions with new roof creating loft accommodation (REVISED PLANS)		

New applications

21/0095/96 The Old Maltings 23 Trimley Road Kirton Erection of a single height extension, on two slightly different levels. To include two glass roof lanterns, after poor quality, timber sun room and former coal shed has been removed.	
20/4206/ROC Grooms Cottage Swiss Farm Falkenham Road Removal of Condition No 4 of C/91/0931 - Change of use of farm office to provide accommodation for live-in groom in conjunction with livery stables.	

RECREATION GROUND

Pavilion With the latest lockdown, there has been no football training or matches. Likewise no bookings for the use of the hall.

Play-Area Cantilever swing repaired under guarantee in November. The play area will remain open in the latest lockdown. Checks approximately every week being done for insurance purposes.

Fitness Equipment / Zip wire The fitness equipment has been taped off again for the latest lockdown.

Ground Hedge cutting for the Back Road hedge (inside and roadside) has been ordered. They will also do the other hedges inside the ground. Will have to chase this before birds start nesting again. The work to tarmac the area near the main gate has been delayed again by lockdown and the weather. Another quote has been obtained from D J Moyes Surfacing – this is around £1000

cheaper than original quote from Booth tarmacadam. Work due in February (in theory).

The ball stop netting system is due W/C February 8th. It costs around £1700 and 75% of this will come from a Football Foundation grant. We will keep it in the 'cage' behind the pavilion and it will be put up/taken down for every match on the senior pitch. Hopefully this will keep the neighbours quiet for a while!

J Beer February 2021