

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 16th day of November 2020 at 7.30 pm

Meeting ID: CONTACT CLERK ON
Password: KANDFPC@GMAIL.COM

Signed ***C A Shaw***
Clerk

A G E N D A

1. Register in and apologies
2. Minutes of Parish Council **remote** meeting of 12th October 2020
3. Declarations of interest.
4. Matters arising
 - i) SID relocation
 - ii) Rectory Lane signpost
 - iii) Litter bins (201139/62)
 - iv) Community workshops
 - v) Footpath signs (201273/74)
 - vi) Hedges and verges
 - vii) Quiet Lanes (201187/90, 201257)
 - ix) Covid 19 update
 - x) RG/VG land registration (201194)
5. **PUBLIC OPEN FORUM**
6. Administration LALC meeting 30th November (201262)
7. ANNUAL FINANCE & GENERAL PURPOSES COMMITTEE MEETING
 - i) Financial reports (201259)
 - ii) External audit report (201241)
 - iii) Salaries
 - iv) Financial Budget 2021/20/Precept (201241, 201206)
 - v) 2020/21 S137 Grants distribution
 - vi) Community Grant repayment
 - vii) 12th edition of Local Government Administration
 - viii) Financial correspondence
8. Planning (attached)
 - i) Local Plan update
 - ii) EAONE?THREE
 - iv) Sizewell C (201170, 201192, 201205, 201264)
 - v) Local Validation List (201171)
 - vi) ESC new consultations begin - Planning Policy (201176)
 - vii) ESC Affordable Housing Sup Planning Initial Consult (201260)
 - viii) Boundary Comm Suffolk stakeholder reminder (201223)
9. Environment (see correspondence)
10. Recreation Ground
 - i) Inspection report (201256)
 - ii) Football Foundation funding (201201/4, 201186, 201191)
 - iii) Correspondence
11. SALC **see correspondence**
12. Other correspondence to note
12. Matters for future agendas
- 13.. Dates of next meeting Monday 11th January 2021 by remote.

CORRESPONDENCE

Matters arising

201139	counc	Re: Meat in Bins moves to bin by old shop	circ	4 emails
201162	P Lickert / norse	Rotting meat in Kirton	circ	
201273	SCC	Problem Report 00295129	mp/dj	
201274	SCC	REPLACE FOOTPATH SIGN POST ~19802		mp/dj
201187/90	Tr St Martin PC	Quiet Lanes		
201257	google forms	Quiet Lane Suffolk Registration Form	js/mp/dj	
201194	Fairweather	RE: K and F Land Registry application	dj/jb/mp	
201163/67	R Kerry	Monthly Notes/newsletter	circ	
201268	Melissa Allen	Useful Contact Details	circ	
201247	Therese Coffey	FW: Thérèse Coffey MP - Newsletter	circ	

Administration

201262	Port of Felixstowe	LALC Teams Meeting 30.11.2020	circ	
--------	--------------------	-------------------------------	------	--

Finance

201259	G Walker	PC Nov Finance reports available	circ	
201241	G Walker	Fwd: External Auditor Report	circ	
201206	ESC	Council Tax Base and Precept 2021/22	wg/mp	
201168	D Kemp	Re: poppy wreaths		
201218	SARS	Grants to community organisations		
201152/61	G Walker	Defib electricity payments	crc	
201212	G Walker	Accessibility requirement for PC website	circ	3 email
201142	The Phone co-op	Broadband September £41.44		
201261	G Walker	Unity authorisations please	curc	3emails

Planning

201170	Scottish Power	Planning application	circ	
201192	tasc	Fwd: Sizewell C/ EDF Update		
201205	plan'g inspectorate	FW: EN010012 - The Sizewell C Project		
201264	Sizewell C	Sizewell C Planning Process and Next Steps	circ	
201171	ESC	Local Validation List	circ	
201176	ESC	Three new consultations begin	circ	
201260	ESC	Affordable Housing Sup Planning Initial Consult	circ	2 emails
201239	Boundary Comm	Suffolk stakeholder reminder	circ	2 emails
201219	NALC	Planning White Paper - NALCs response	circ	

Environment

201160	ESC	FW: Autumn 2020 Greenprint Newsletter		
201203	Tree council	Orchards for Schools, tree planting, policy & more	rb	
201211	M Tyler Re:	PARISH COUNCIL Fwd: Speed Gun	wfpc/sh	
201223	SCC	AONB Monthly Update: October 2020		

Recreation Ground

201256	J Beer	RG inspection report		
201186	J Beer	Recreation Ground	mp/dj/	
201191	J Beer	Fwd: Football Foundation Funding	mp/dj/fair	
201201/4	ESC/J Beer	Outdoor playing space application	jb	
201244	Charity Commission	Charity Commission Newsletter – Issue 65	jb/ac/mp	

SALC

201144	SALC	COVID-19 e-bulletin dated 12 October	circ	
201263	SALC	e-bulletin dated 9 November 2020	circ	
201157	SALC	FW: East Suffolk JOINT forum - 28 October	circ	
201173	SALC	Remembrance Sunday guidance	circ/ac/tp	2 emails
201228	SALC	e-bulletin dated 2 November 2020	circ	
201233	SALC	CORONAVIRUS UPDATE	circ	
201240	SALC	Update Guidance for Play Areas and Outdoor Gyms	circ	5 emails
201246	SALC	SALC message to members	circ	
201237	SALC	Follow up query - Sizewell C		
NALC	REBUILDING COMMUNITIES			
NALC	CHIEF EXECUTIVE'S BULLETIN			
NALC	CORONAVIRUS UPDATE			

OTHER

201215	Police Connect	Chief and PCC online re questions about policing		circ
201224	Police Connect	Update from S Police and Crime Commissioner		
201253	Police Connect	3 arrests & property recovered – Ipswich		
201254	Police Connect	Man jailed for more than 5 years after conspiracy to steal		
201172	ESC	Public Access Notification – DC/20/3378		circ
201178	ESC	Public Access Notification - DC/20/3891		circ
201269	Melissa Allen	Today is #CouncilsCan Day - please share!!		circ
201165	M Allen	Covid-19 Bulletin 14/10/2020		circ
201166	M Allen	Felix Seafront Gardens Wins Green Flag		circ
201159	CAS	Updating records of community groups		jd
201145	CAS	Community Response Group – Reminder		jd
201175	ewpc	Invoice 000037 is now Overdue	gw/jd	2 emails
201200	ESC	New eBook celebrates Esuff volunteers		circ
201249	Melissa Allen	Gold standard for councillor support		circ

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held remotely by Zoom video conference on Monday 12th October 2020 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, G J Walker (RFO), Mr R Brunt (Tree Warden), and 1 Parishioner. Apologies had been received from Mr T Hatrick, CEO R Partridge. R Osborne was absent.

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held remotely on 14th September 2020 having been previously circulated were taken as read, approved and signed by the chairman.

3. **DECLARATION OF INTERESTS**

Nothing new declared..

ACTION

4. **MATTERS ARISING**

i) SID Relocation ongoing,

ii) Rectory Lane signpost Quote received from SCC (201132) for £3307.49 +vat considered unrealistic and Clerk had responded requesting breakdown of individual costs. **SCC**

iii) Litter bins Following the removal of the bin at Park Lane (201110) Councillor Jacobs had determined from ESC that the bin had been removed due to the depositing of contaminated parcels of meat from an unknown source. Subsequently deposits had appeared in VG and Croxton Close bins. Councillor Jacobs is in contact with Environment Health Dept. and Councillor Licket had prepared notices for display on the bins. **DJ/PL**

iv) Felixstowe Comm workshop Councillor Hutton had attended the meetings on 7th October and gave a report. Discussions had covered dispersment of grants, help with reopening of village halls, core membership, the distribution of ipads.

v) Tree inspections EWPSA had carried out their inspection and submitted their report (201033/81) on VG and RG trees, which was commended for its comprehensiveness, and their invoice for £249 + vat. The recommended immediate removal of a diseased horse chestnut tree on the RG had been undertaken by Pauls and the cost at £500 + vat was approved.

iv) Finger post Bucklesham Road Awaiting update from SCC. Councillors Paul and Jacobs agreed to liaise on condition of posts throughout the parish Clerk to discuss with SCC provision of a supply of posts for self help. **SCC
CLERK**

vi) Alley footpath hedge Work scheduled for 19th October by Pauls (201066).

vii) Trimley Rd hedges and verges Mr Parker had taken this up with Trimley St Martin PC (201027/30) and an update awaited; Clerk to contact TSM Clerk. **CLERK**

viii) Quiet Lanes Clerk had confirmed registration (201105) arising from letter announcing funding secured from SCC. Councillor Shaw advised a another update was anticipated. She understood Trimley St Martin PC had been approached with a view to including Innocence Lane as such; K & F PC councillors did not consider this appropriate. R Brunt undertook to research availability of traffic counter to assess traffic on Back Lane.

RB/JS

ix) Community Shop Nothing to report; remove from agenda.

CLERK

x) Christmas tree lighting Agreed lighting ceremony unlikely to take place owing to Covid 19 emergency; nevertheless Councillor Jacobs will arrange for lights to be switched on early in December

DJ

xi) Covid 19 update Councillor Durrant confirmed that situation was still being monitored and seemingly under control. An account for printing of leaflets from Kirton PCC in the sum of £9.30 had been received.

5. **Public Open Forum**

i) County Councillor's Report A written report from Mrs O'Brien (CC) (201129) announced £300,000 for charging points for rural areas, SCC's objections to Sizewell C on traffic grounds, school places application options, proposed boundary changes and the CC actions for recovery following the Covid 19 emergency.

ii) Police Report CEO Partridge had sent a notice about the forthcoming Hate Crime Awareness Week.

iii) Rat infestation A parishioner adjacent to the RG had reported (201137) rats entering their garden apparently from the RG; Clerk had passed this to J Beer for comment. Clerk had acknowledged their communication. Councillors agreed with J Beer that there was no evidence of rats on the RG.

6. **FINANCE & GENERAL PURPOSES**

Confirmed the F & GP Committee meeting would take place during the November meeting.

7. **REMEMBRANCE SUNDAY**

Agreed Clerk should obtain 2 wreaths from RBL for presentation at Kirton and Falkenham churches. Councillor Jacobs would approach Fred Last to confirm his willingness to lay that at Kirton.

CL'K/DJ

8.. **FINANCE**

i) Financial reports RFO had circulated financial and monitoring reports to 5th October (201116) (attached); confirmed by Councillor Choi and accepted. RFO confirmed £7000 had been returned to reserves and noted a VAT refund of £3365.65.

ii) Pay revisions RFO had considered revised salary figures from NALC and

F & GP

and had applied any necessary adjustments to his and the Clerk's salaries to ensure the "minimum" wage was maintained. Confirmation needed at F & GP whether to use National or UK Minimum Wage.

iii) Insurance Norris and Fisher had confirmed insurance for 2020/21 renewed (201057).

iv) Defibrillator grant Mr Tetley had declined the grant; asking it be paid to a local charity (c201079).. Agreed this should be referred to F & GP meeting. **F & GP**

v) Grants Request from Headway (201121) to be referred to F & GP. Updates from County and District Councillors on community grants awaited. **F & GP**

vi) Precept ½ year precept of £ 10602.50 received for ESC.

9. **PLANNING** (report attached)

i) Local Plan Noted that the Local Plan had been adopted by ESC on 23rd September 2020.

ii) Changes to Planning Policies Government consultation document noted and circulated (201046, 201104); Council had submitted a response (201051) trusting proposals would not affect adopted Local Plan.

iii) Sizewell C Updates noted (2001034/69).

iv) Newsletter Planning and Building Control Newsletter (201102) circulated and content noted.

10. **ENVIRONMENT** (report attached)

i) Footpaths Fallen finger post at Rectory Lane reported to SCC (201060).

ii) Tree Warden Mr Brunt had nothing to report; newsletter recording 30 year anniversary (201076) forwarded.

11. **RECREATION GROUND**

Nothing to report.

12. **SALC**

i) Covid 19 Update bulletins circulated as appropriate

ii) Area Forum Notes of meeting on 23rd September noted.

13. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

Footpath posts, Community workshops, Litter bins, Trimley Road hedge, Quiet Lanes, Community Fund repayment.

15. **DATE OF NEXT MEETING**

Monday 16th November 2020 by remote facility

There being no further business the meeting closed at 9.10 pm.

Signed.....

Chairman

Date.....

REPORTS

PLANNING

		PC	ESDC
<u>Existing applications</u>			
20/1860/OUT	Land Off Howlett Way Trimley St Martin Phased construction of up to 340 dwellings	Object	
20/2914	6 Church Lane Kirton IP10 0PU Rear and side single storey extension	No Objection	Granted
20/3052	Land between 30 and 34 Rectory Lane Kirton Proposed new chalet bungalow on windfall site on land between No 30 and No 34 Rectory Lane.	Agree Access ?	Granted
20/3277/FUL	Bramble Barn, Back Road, Falkenham Conversion of existing roof space to habitable accommodation, and insertion of dormer and velux roof windows to rear slope, with associated work	No Objection	Granted
20/3378	Land adj 86 Meadowlands/Opposite 21 Church Lane Construction of detached dwelling.	Object	Plans revised

New applications

20/3891	Land between Durilda Green and Paddock Close. Provision of stabling, storage etc	Withdrawn	
20/3378/FUL	Land adj 86 Meadowlands/Opposite 21 Church Lane Construction of detached dwelling. (REVISED PLANS)	Object No Improvem't	
20/4172	Junction to east of the Limes, Falkenham Improvements to an existing access and use of existing track to access to drill etc etc		

RECREATION GROUND

Pavilion : Still no bookings for the main hall. Exercise classes such as Yoga would not be viable due to all the extra cleaning that would have to be done by myself, and the tutor between her lessons (you have to mop the whole floor !!!). A risk assessment has been done to allow opening of the pavilion to provide access to the corridor and disabled toilet only (for Saturday football matches). We were also preparing one to allow the senior team on a Saturday afternoon access to the changing rooms.

Play-Area : Still waiting for the replacement part for the Cantilever Swing equipment. Promised a 3 week lead time 13 weeks ago !!! We used a company called EPS (Eastern Play Services) to carry out the play inspection in October this year. Our previous inspector had been used since 2012 so it was decided to have a change. Once again we have a number of low or low/medium risk items identified. The log world (well outdated now) has the most problems, nearly all due to changing regulations over the last 30 years. The play area will remain open in the latest lockdown.

Fitness Equipment / Zip wire : The launch area for the zip wire has been replaced by Norfolk Games and Frames, who installed it in 2013. We only had to pay the labour costs. The fitness equipment has been taped off again for the new lockdown.

Ground : The table tennis table has proved very popular. Both bats are still in their housings

under the table. We have just replaced a few of the balls.

Hedge cutting for the Back Road hedge (inside and roadside) has been ordered. They will also do the other hedges inside the ground. Some tree work has been carried out after the latest inspection. We have installed 6 new logs around the car park. These replace the ones that have rotted over the last 10 years. The work to tarmac the area near the main gate has been delayed again. We are getting another quote. Obviously, lockdown will slow all this down again. We are looking into getting a 'ball stop' net for the senior football pitch. It is 40m x 5m and will be erected before football matches and then taken down again. The aim is to stop 'loose' footballs hitting cars in the car park and flying over into neighbouring gardens behind the goals. A 75% grant should be available from the Football Foundation. However, the application is stalled at the moment as they need proof of ownership. All we have at the moment is the 'Conveyance' document prepared in 1928 but they want to see the title deeds, but the Recreation Ground has not yet been registered with Land Registry !!

J Beer November 2020

GRANTS 2019/20

LAST YEAR

CAB	£200
Headway	£100
Blossom Appeal	£100
SARS	£100
MAG PAS	£200
EA Air Ambulance	£200
Home Start	£100

APPLICATION 2019/20

SARS
DAS
suffolk neighbourhood assoc.
EACH
MAGPAS
Headwau