

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 20th day of September 2021 at 7.30 pm**

Signed *C A Shaw*
Clerk

A G E N D A

1. Apologies
2. Minutes of meeting held on 2nd August 2021
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. **PUBLIC OPEN FORUM**
 1. Police Report (210011)
 2. Parishioners questions
 3. County/District Councillor Reports (210984) (210873)
 4. PTLO/ Tree Warden reports (210936)
5. Matters arising from minutes
 - i) Rectory Lane finger post
 - ii) Verges and footways
 - iii) Quiet Lanes
 - iv) Emergency Planning
 - v) Falkenham Notice board
 - vi) Kirton History Recorder's
 - viii) EAONE THREE
 - ix) Play area maintenance
6. Administrative matters
 - i) Community workshop - meeting/chat benches (210884/90, 210972, 210924/64, 210838)
 - ii) Women's tour (210843)
 - iii) Queen's jubilee (210975)
7. Finance (attached)
 - i) Finance/monitoring reports (210862, 210942)
 - ii) Audit reports (210942)
 - iii) Insurance renewal (210911/46, 210922/36)
 - iv) Correspondence
8. Planning (attached)
 - i) Planning applications
 - a) 21/3987/FUL Breakaway 6 Church Lane Kirton
all SS rear extension (already built)
 - b) 21/402 Land To The South And East Of Adastral Park
Approval of reserved matters. Construction of 173 dwellings
 - c) 21/4003 Land To The South And East Of Adastral Park
Construction of 22 dwellings
 - d? 21/4004 Land To The South And East Of Adastral Park
Construction of 119 dwellings
 - e) 21/4005 Land To The South And East Of Adastral Park
Construction of 3 dwellings
 - f) 4 Rectory Lane, 70 Meadowlands
9. Environmental (see correspondence)
10. Recreation Ground
11. SALC (See correspondence)
12. Other Correspondence to Note
13. Matters for inclusion in future agenda
14. Date of next meeting:- Monday 1st November 2021 at 7.30pm in RG Pavilion

CORRESPONDENCE

POF

210011	Police	PCC's proposals for the policing element of the council tax	circ	
210984	R Kerry	September report	orc	
210873	ESC	Orwell & Villages by-election	circ	
210848	Tree Council	Your August Branching Out update	rb	2 emails
210936	T Hatrick	Bus Changes - 5th September, 2021		

Matters arising

210864/6	A Hutton	RE: Bucklesham Road Finger Post ref 264995	dj/ec	
210918	D Jacobs	Kirton road hedge.		
21084249EAONE		Resurfacing Work in Kirton - correction to time	circ	

Administration

210884/90	ESC	Reports for FPCP meeting on 24/06/2021; next 23 Sept	ah/ec/mp	
210972	SALC	East Suffolk Community Partnership - Felixstowe CP		
210924/64	ESC	Rural mapping/chat benches		
	A Hutton	FW: Rural mapping/chat benches	circ	3 emails
210838	ESC	Felixstowe Peninsula Community Officer Bulletin	circ	
210959	ESC	Women's Tour	circ	
210975	L Negus	Queen's Jubilee		

Finance

210862	G Walker	Aug Finance report available on website	ecirc	
210942	G Walker	KFPC Finance report & audit update - Sept	4 emails	
210911	norrisandfisher	Insurance Renewal Invitation 2021 £ 1043.71	circ	3 emails
210946	NorrisFletcher	RE: K&F PC- Insurance Renewal Invitation 2021		
210922	BHIB	RE: New submission from Request a Quote	mp/gw	
210939	BHIB/Counc	BHIB Insurance Quotation for Kirton and Falkenham circ	4 emails	
210951	G Walker per Suffcf	Fwd: Covid grant 208232	circ	
210850	E-on	Energy price changes		
210861/43	G Walker	Unity payments for authorisation please		2 emails
210868/83	Phone Co-op	Your latest bill is ready to view. £39.97/43.76		
210880	SALC	Community partnership: small grants scheme		

Planning

210877	ESC	DC/20/5279/OUT Reeve Place	circ	
210888	R Kerry	DC/21/3327/EIA Solar farm	circ	
210894	J Durrant	Re: PARISH COUNCIL Fwd: DC/21/3327/EIA	circ	
210857	J March	Proposed Solar Farm	circ	5 emails
210925	ESC	ESC Planning Protocol - Survey Results and SALC Forum		
210932	ESC	Planning and Building Control Newsletter September 21		

Environment

210874	SCC	AONB Grant funding available now for Suffolk and Essex communities		
210941	ESC	FW: Quick round up for Greenprint Forum members 02.09.2021		
210910	D Capey/Counc	Rats in the children's playground	circ/jb	6emails

SALC

210837/60/87/909/23/47	SALC	e-bulletin dated 2/9/16/23/31 August, 6 Sept 2021	circ	
210847/928/	NALC	NEWSLETTER		
210853/75/904/21/40/71	NALC	CHIEF EXECUTIVE'S BULLETIN		
210869	SALC	How to engage with young people in your community		

OTHER CORRESPONDENCE

210849	Sizewell C	Notice of proposed change consultation	
210865	Sizewell C	FW: EN010012 – The Sizewell C Project	
210893	Sizewell C	EN010012 – The Sizewell C Project	
210974	Sizewell C	FW: EN010012 – The Sizewell C Project	
210867	SALC	Q&A session with EDF - Sizewell C - 6th October	
210901	SALC	Important: additional session with EDF - 1 Sept 2021 4.30 pm	
210933	SALC	EDF online meeting: 1 Sept 2021	
210903	EDF	REMINDER - EDF sign up letter re potable water & Zoom cal	
210859	ESC	DC/21/3291/FUL 4 Rectory Lane	circ
210896	ESC	DC/21/3874/FUL 70 Meadowlands rear extension	circ
210926	ESC	DC/21/3987/FUL circ	
210956	ESC	Public Access Notification - DC/21/4003/ARM	circ
210957	ESC	Public Access Notification - DC/21/4002/ARM	circ
210958	ESC	Public Access Notification - DC/21/4004/ARM	circ
210962	ESC	Public Access Notification - DC/21/4005/ARM	circ
210846	Police Connect	e-scooter campaign	
210854	Police Connect	12 years jail for pair who committed drug offences	
210907	Police Connect	Summer drink and drug-driving awareness campaign	
210929	Police Connect	Police urge dog owners to act responsibly in countryside	
210935	Police Connect	Over 1,900 motorists caught speeding as part of campaign	
210969	Police Connect	Drug arrest and charge	
210873	ESC	Orwell & Villages by-election	circ
210883	ecogreen	Important Council information with Eco Green Communities	
210913	ESC	FW: Town & Parish Councillors - Register of Interest	
210845	RSN	Rural Funding Digest - August 2021 Edition	
210954	RSN	Rural Funding Digest - September 2021 Edition	gw
210970	Your Co-op	Your Co-op Direct Debit Name Change	
210855	CAS	Village Hall News _6Aug21	
210870	CAS	Climate webinar, training and more!	
210871	Cloud IT	Are You Ready to Start Broadcasting Your Council Meetings?	
210876	SCDF	Changing Places facilities	
210878	SALC	NHS Diabetes Prevention Programme	t
210881	R Brunt	EAONE Traffic mp/js 3 emails	
210882	P lickert to SCC	Litter Bins 2 emails	
210885	ESC	Quality of Place Awards 2021	
210886	R Kerry	Election	
210895	ESC	Anti-Covid posters	circ
210897	SCC	Suffolkonboard bus timetable updates	
210899	SALC per CAS	Sharing Community Restart poster	
210900	Cloud it	Your Monthly Digital Digest from CloudyIT	
210902	EDF	RE: Resurfacing Work in Kirton - correction to time	circ
210905	CAS	Village Hall Voice _200821	
210906	ESC	FW: CSP Briefing FINAL.pptx FOR CIRCULATION	pl/dj/mp
210908	SCDF	Suffolk Coastal Disability Forum 12th October	
210916	M Bowtell	Methodist parking on green.	
210917	CAS	News Funding, youth mental health and more!	
210919	SALC	Festival of Suffolk - Invitation to Chair of council	mp
210934	SCC	Suffolkonboard bus timetable updates	
210936	T Hatrick	Bus Changes - 5th September, 2021	
210937	CAS	Village Hall Networking Events	
210938	Charity Commission	Charity Commission Annual Public Meeting Invitation	
210944	Diana Shoh	Just when it seemed Hadleigh Town Council couldn't sink any lower.	
210949	M Paul	Re: Fwd: Resurfacing Work in Kirton - correction to time	circ
210950	arien designs	Sign and Graphic Manufacturers and Installers Cheddar	dj/ah/ic
210953	I Cade	Fwd: Sign and Graphic Manufacturers and Installers Cheddar	
210961	Cloudy IT	Virtual Summit and Broadcasting Your Council Meeting	
210965	CloudyIT	Are you ready to broadcast your council meetings?	
210966	CAS	News Suffolk Action Week, training and more!	
210967	RBLI	Preparation for Remembrance 2021	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 2nd August 2021 at 7.30 pm in the Recreation Ground Pavilion

PARISH COUNCIL

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 J Durrant, J L Shaw, Mr T Hatrick (PTLO), Mr R Brunt (Tree Warden), Mrs P Mulcahy (CC),

1. **APOLOGIES:** E A Colvill, G J Walker (RFO), R Kerry (DC)

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 5th May 2021 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Nothing new presented

4. **PUBLIC OPEN FORUM**

Police Warning on scam Covid passports (210691) noted and circulated

Parishioners Questions Through Councillor Lickert, ambiguities in latest circular from ESC on waste disposal discussed but no action proposed. He also noted that problem with Park Lane litter bin had returned and he would follow this up with SCC.

FOI request received (210835) seeking information on dog fouling fines, legislation and CCTV records. Clerk to respond indicating that there is nothing to report on any of these issues.

County Councillor's Report Mrs Patti Mulcahy, the newly elected County Councillor, introduced herself and gave an update on County Council business and funding opportunities of £24,000 over the next 4 years. She indicated that more direct action should be taken in addressing problems through her rather than through officers. She agreed to a request to provide monthly reports in advance

District Councillor's Report A report had been received from Mr Kerry (210735) which, inter alia, covered a new policy on commemorative benches, new recycling campaign, Green Print Forum, Health and Wellbeing drop in events and various surveys and consultations. A report had also been received from Steve Gallant (leader ESC) announcing bid for Great Yarmouth with ESC to have City of Culture status.

PTLO Report Mr Hatrick had no changes to bus timetables to report

Tree Warden Report Mr R Brunt had nothing to report.

ACTION

5. **MATTERS ARISING**

- i) Rectory Lane finger post Councillor Hutton had prepared a written proposal to SCC (210834) to have the sign to be totally replaced on safety grounds. Agreed approved draft should be forwarded to Mrs Mulcahy for action. **PM/C’K**
- ii) Community Workshop Zoom meeting of 24th June (210605/96/72) circulated and noted. Councillor Hutton had, with the assistance of Councillors, completed and submitted Rural Proofing questionnaire (210802).
- iii) Quiet Lanes Councillor Shaw confirmed all Public Notices (210553/653) had been displayed
- iv) Emergency Plan Councillor Lickert had circulated a revised letter (210819) to parishioners. He would report to next meeting on options for circulation, together with issues concerning the defibrillator. **PL**
- v) EAONE/THREE Councillor Paul advised that boring work through Falkenham (210799) would start this week. Noted resurfacing work to Park Lane (210797) would be delayed until September.
- vi) RG/VG Land Registration Clerk confirmed he now has the registration documentation.
- vii) Verges and footways A report on the condition of the footway/verges along Trimley Road having been reported and acknowledged by SCC (210759); no adequate work had appeared to have taken place. Agreed the Clerk should forward relevant correspondence to Mrs Mulcahy for onward action. **C’K/PM**
Clerk had dealt with complaint from residents of Meadowands (210786) regarding shrubbery overgrowing footway. The owner had subsequently dealt with the problem.
6. Falkenham Notice Board The clerk reported that the Falkenham notice board was in a bad state of repair and needed replacing. Councillors Cade, Hutton and Jacobs would research options. **IC/AH/DJ**
7. Kirton History Recorder Following the sad death of Len Lannigan, the secretary of the Suffolk Local History Recorder’s Scheme had been in contact (210661) and an advertisement had been placed in the “Review”. It was believed there had been one expression of interest, but as nothing further had been received from the secretary the post must still remain vacant.
8. WI 100 year celebration Its 100 celebration events on 14th August (210625) of the Kirton & Fakenham branch noted and circulated
9. Festival of Suffolk 2022 Letter from HM Lord Lieutenant of Suffolk (210677) noted for future reference.
10. Guide to Broadcasting PC meetings Clerk had registered for this zoom

seminar (210776) but would download at a later date.

11. **FINANCE**

i) Financial reports Financial and monitoring reports to 13th July having been forwarded by RFO (210658), were verified by Councillor Choi and signed by the Chairman .

ii) Internal Audit report Proposed D Jacobs, seconded R Osborne and **HELLIS/GW** carried that the satisfactory report received from Heelis (210832) be accepted, noting an outstanding query on the asset register. The RFO had posted the requisite public notices.

iii) Banking Authorised payments.

G J Walker/salary	£86.80	C A Shaw/salary	£345.60
G J Walker/zoom fee	£57.56	SALC/course fee	£60.00
RG ½ year grant	£2393.00	HMRC	£324.20
G J Walker/salary	£87.00	C A Shaw/salary	£345.60
swarco/maintenance	£152.03	G J Walker/salary	£86.80
C A Shaw/salary	£345.60	Heelis/audit fee	£195.00
G J Walker/mileage	£28.80		

iv) Broadband Phone co-op had advised of upgrade options (210719); Clerk's recommendation that no change be made was accepted.

v) Grants Appeals had been received from St Elizabeth Hospice (210529), and Magpas (210808); refer to F & GP. The Orwell Singers had made a donation of £50 for use of the VG during the Covid pandemic (210809) ; suggested this could be added to s137 grant allocation. **F&GP**
Various other grant opportunities towards recovery from Covid noted.

12. **PLANNING** (attached)

i) Applications considered

a) DC/21/1767/FUL

4 Rectory Lane, new dwelling

By remote; The Council had no serious objections to the proposals, but had reservations about its future use.

b) DC/21/2422/FUL

19 Rectory Lane, revised proposals

By remote; the Council had no objections; an improvement on previous application.

- c) DC/21/2495/FUL
Tanglewood, 11 Rectory Lane
Single storey rear extension
By remote; the Council had no comments
- d) DC/21/2546/FUL
16 Weir Place
Single storey rear extension
By remote; the Council had no comments

- e) DC/21/3333/TPO
1 Church Lane
Work on various trees
The Council had no comments.

CLERK

ii) Felixstowe Port Liaison Committee The virtual meeting on 27th of May (210708) was not attended. The minutes of that meeting, had been received; the suggested date for the next meeting 25th November.

iii) Historic Environment Supplement ESC had adopted this planning document (210682)..

iv) Orwell Crossing Warehousing This planning application having been brought to the attention of the Council (210828/31) ,agreed not to respond in depth but would express views on the traffic aspects/implications.

CLERK

13. **ENVIRONMENT**

i) Speeding Concerns about speeding/repeater signs having been raised by a resident of Kirton/Trimley Road (c210723) was acknowledged by Kirton and Trimley Councils explaining the efforts both Councils had made to address the problem with SCC, and the lack of effective action by the CC.

ii) Finger post plaques SCC had announced initiative to install plaques to finger posts (210715) to promote Discovering Suffolk and were seeking a contact to assist with the installation. Councillor Jacobs had offered and his name put forward.

SCC/DJ

14. **RECREATION GROUND**

i) Play area maintenance John Beer had written (210788) seeking assistance with maintenance of the Play Area, suggesting a sub-committee, perhaps of parishioners. Councillor Osborne agreed to discuss this with Mr Beer.

RO

15. **SALC REPORT**

i) Circulars. NALC/SALC bulletins circulated as appropriate, for information.

16. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

Community Workshop, emergency plan, highway issues, Falkenham notice board

18. **DATE OF NEXT MEETING**

Monday 20th September 2021 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.34 pm.

Signed.....
Chairman

Date.....

COMMITTEE 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	
21/1775/FUL	Croft Farm, Innocence Lane Kirton Conversion of existing barns to residential	No comment	
21/2495	Tanglewood 11 Rectory Lane Kirton Construction of a single storey extension to rear of existing single storey dwelling	No comment	Granted
21/2546	16 Weir Place Kirton Single Storey Rear Extension	No comment	Granted
<u>New applications</u>			
21/3291	4 Rectory Lane, Kirton Severance of existing garden and erection of 2 storey dwelling	No comment	
21/0986	70 Meadowlands, Kirton Rear extension and alterations	No comment	
21/3987/FUL	Breakaway 6 Church Lane Kirton Small SS rear extension (already built)		
21/4002	Land To The South And East Of Adastral Park Approval of reserved matters. Construction of 173 dwellings etc etc		
21/4003	Land To The South And East Of Adastral Par Construction of 22 dwellings etc		
21/4004	Land To The South And East Of Adastral Park Construction of 119 dwellings		
21/4005	Land To The South And East Of Adastral Park Construction of 3 dwellings		