

Kirton & Falkenham Parish Council

NOTICE OF MEETING

I HEREBY GIVE NOTICE that a meeting of the **Parish Council** of the above Parish will be held at:
THE RECREATION GROUND PAVILION
on **Monday the 1st December 2025 at 7.30 pm**

To: **All Councillors**

Signed *G J Walker*. Clerk

AGENDA

- 1 Apologies
- 2 Minutes of the meeting held on 3rd November 2025
- 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 Parishioners questions
 - 2 Police Report
 - 3 County/District Councillor Reports
 - 3 PTLO report
- 5 Matters arising (All other outstanding actions have been completed)
 - i) Local History recorder (Kirton)
 - ii) EA3
 - iii) RG substation proposal
 - iv) Joint Parish Group
 - v) Felixstowe Peninsular Partnership
 - vi) Play area inspection and signs
 - vii) Swiss Farm hedge
 - viii) Bus Shelter and notice board repair
 - ix) Speeding (procurement of additional SID)
 - x) Dog control on Rec
 - xi) Footpath from Kirton to TSM School
 - xii) Christmas tree lighting
 - xiii) Slip hazard at entrance to Paddock Close
- 6 Finance
 - i) Financial and monitoring reports (on website)
 - ii) Invoices authorised: G Walker salary - £603.89 (inc backpay); Clerk WFH expenses (broadband etc) - £35.90 (SO); S137 Grants - £175 ea (St Elizabeth Hospice, Homestart, DAS, CAS); D Cope - £40 (Gate repair); Village Hall - £3,584.09 (CIL grant for roof insulation)
 - iii) Payments due for authorisation: G Walker salary (circa £485.00pm): ESS (grass cutting) - £576.00 – *note this is a max figure as the number of cuts is queried*
 - iv) 2025/2026 S137 Grants distribution – cheque signatures required
- 7 Planning
- 8 Environmental
 - i) East Suffolk Services – grass cutting quote (£504 for 8 cuts Apr-Nov)
- 9 Recreation Ground
- 10 SALC Report
- 11 Other Correspondence/items for discussion
- 12 Matters for inclusion in future Agenda
- 13 Date of next meeting:- Monday 5th January 2026 at 7.30 pm

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Circulated Correspondence

From	Subject	Date Received
Clerk@kandf-pc.gov.uk	Fwd: East Suffolk Services - Sales Invoice 137782	15:25
Clerk@kandf-pc.gov.uk	Community Police Officer & Police education resource reaches over 57,000 Suffolk children	14:04
Clerk@kandf-pc.gov.uk...	NEWS BULLETIN - 24th November 2025	Yesterday
Clerk@kandf-pc.gov.uk	Fwd: Government consultation on LGR in Suffolk	Yesterday
Clerk@kandf-pc.gov.uk...	NEWS BULLETIN - 17th November 2025	Yesterday
Suffolk Connected	Police find body in woodland [#563954106]	Yesterday
Sally Longmate	Local Government Re-organisation and devolution	24/11/2025
Victoria Hambley	SEALINK DCO EXAMINATION UPDATE TO T&PCs FROM ESCEP	21/11/2025
Julia, DEREK & John	Another Review article	19/11/2025
Clerk@kandf-pc.gov.uk	Road safety near your primary school	18/11/2025
Clerk@kandf-pc.gov.uk	Cross-Parish meeting, 8th December at 19:30	18/11/2025
Jack & Clerk@kandf-pc...	SCC Highways Ref 520228 - Falkenham Road, Kirton	16/11/2025
Sizewell C	Sizewell C Construction Update	13/11/2025
ELL, Arlene	Suffolk Constabulary - Community Police Officer for your area	09/11/2025
Suffolk Connected	Your annual opportunity to have your say [#549882993]	08/11/2025
lickert personal	Speed watch	06/11/2025
lickert & Ann	Play area Inspection Rota	06/11/2025
planning@eastsuffolk.go...	Planning consultation - DC/25/1844/ARM	05/11/2025
Jack Cade	Push chair widths	04/11/2025
Victoria Hambley	ESCEP ENERGY PROJECTS MEETING FOR T&PCs HELD 29 OCTOBER - NOTES AND F...	04/11/2025
lickert personal	Re: Updates from last night's meeting.....	04/11/2025
Hope, Rageenee	Port of Felixstowe Local Authority Liaison Committee Meeting - New Date	04/11/2025
Sharon Leech	East Suffolk Council is a supporter of International Fraud Awareness Week 2025 – 16-22 Nove...	03/11/2025
lickert, K&F, Jack & Joanna	Banner	01/11/2025
Suffolk Connected	Latest crime figures continue to show Suffolk is one of safest places in the country [#542438284]	29/10/2025
Kirsty White	SALC "Super-Forum" - A focus on "devolution" - 2nd December 2025	28/10/2025
East Anglia THREE	East Anglia Three project update	28/10/2025
PlanningPolicy	Call for sites briefing slides	28/10/2025

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Minutes of the Parish Council Meeting held in the Recreation Ground Pavilion on Monday 3rd November 2025 at 7.30pm

Present: Cllrs J Cade (Chair, JC), J Fothergill (JF), J Shaw (JS), D Jacobs (DJ), P Lickert (PL), A Colvill (AC), M Paul (MP), J Durrant (JD); District; G Walker (Clerk); T Hatrick (PTO); No members of the public.

[illegible]

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	ix) Bus Shelter and notice board repair: Being progressed. x) Speeding: The PC agreed to the purchase of two additional SIDs (Speed Indicator Devices), approx £3.5k each, with the possibility of matched funding coming from ESC. Awaiting update from Cllr Sheeran who is reviewing the options in order to make a proposal. Cllr Reeves suggested matched funding may be available from the Community Enabling budget. xi) Dog control on Rec: A banner design has been proposed and will be ordered following some editorial changes. A majority voted to approve the expenditure of approx maximum of £125. xii) Reparation of grassed areas by City Fibre Networks: There appears to be a good recovery in most areas, except the east corner of the Church Lane junction and the west corner of the Croxton Close junction. CFN are allowed 12 months for full recovery to be established. The situation will be kept under review. xiii) Footpath from Kirton to TSM School: Regarding the reduced width of the footpath to the school, the PC undertook to further lobby the County Council and also to investigate the possibility of initiating the work itself. xiv) Christmas tree lighting: Cllr Cade undertook to contact the school to avoid the School disco. <i>(note it was confirmed after the meeting the lighting will take place on 5th December)</i>. A max budget of £100 was approved for refreshments. xv) Community Self Help scheme: The scheme had been previously circulated by Cllr Mulcahy, and may be considered of use in order to establish volunteer schemes for items such as pathway clearance.	AP3/10.25/ JonS AP8/07.25/ AC
6.	Finance (including Finance and General Purposes Committee) i) Financial and monitoring reports (on website) ii) Invoices authorised: G Walker salary - £479.59; Clerk WFH expenses (broadband etc) - £35.90 (SO); Parish magazine - £900; RG 6 month payment - £2,946; British Legion (wreaths) - £40 (plus £10 agreed contribution); RG VAT reclaim - £505.64 iii) Payments due for authorisation: G Walker salary (circa £479.59pm); D Cope (Paddock Close gate repair) - £40.00 iv) Receipts: CIL payment - £3,524.88. As per previous agreement the Council authorised the contribution of the Community Infrastructure Levy (CIL) payment towards the funding of the Village Hall roof insulation v) Salary review: The Clerk's salary increase and backpay in-line with NALC approved Local Government guidelines was approved (from £17.29 to £17.85 per hour). To continue on the basis of the contracted 8 hrs per week. Monthly expenses to remain at £35.90. Applicable from 1st April 25. Annualised salary now £7,425.60 plus £135.89 back pay. vi) The Precept £27,924 was approved, in accordance with the previously approved Financial Budget for 2026/27. vii) 2025/2026 S137 Grants. The Council agreed grants of £175 to each of the following charities: St Elizabeth Hospice; Lighthouse; EA Air ambulance; Homestart; DAS (East Suffolk); Headway; MAGPAS; SARS; EA Children's Hospice; CAS	

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7.	Planning i) <i>DC/25/3774/ARM- 2000 dwellings at the East Of Adastral Park:</i> The PC agreed to respond “No Comment” ii) <i>Call for sites notification:</i> Ongoing monitoring of process and status will be undertaken by the PC.	
8.	Environment i) Cllr Shaw reported that there had been significant flooding at the Innocence Lane/Trimley Rd crossroads creating difficulty for children going to school. Cllr Shaw agreed to raise it on the Highways reporting tool	AP1/11.25/ JS
9.	Recreation Ground Pavilion alarm compatibility with BT Digital: Mr Beer has reported that the new alarm has been installed.	
10.	SALC Report Nothing to report	
11.	Other Correspondence As a result of injury to a resident caused by slipping on gravel which had spilled from a house driveway, the PC agreed to communicate that house holders are politely requested to try to reduce the degree to which such incidents might happen in future by sweeping away any gravel which has spilled from their driveways onto adjacent pathways and the road. Cllr Lickert agreed to discuss the issue directly with the residents near to the specific area where the reported injury took place.	AP2/11.25/ PL
12.	Matters for inclusion in future agenda Local History recorder; EA3; RG substation proposal; Joint Parish Group; Felixstowe Peninsular Partnership; Play area; Swiss Farm Hedge; Bus shelter and notice board repair; Speeding; Dog control on Rec; Christmas tree lighting	
13.	Date of next meeting: Monday 1 st Dec 2025 at 7.30 pm.	
	There being no further business the meeting closed at 9.22pm. Signed..... Chairman Date.....	