

**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 **2<sup>nd</sup>** day of **February 2015** at **7.30** p.m.

Signed.....

Clerk

To: **All Councillors**

**A G E N D A**

**PUBLIC OPEN FORUM**

**OPEN DISCUSSION ON B&M SITE DEVELOPMENT**

**DC14/4225 Land rear of 16 to 22 Falkenham Road, Kirton**

**Demolish existing building; and redevelop site to provide 39 dwellings, access, parking etc**

1. Police Report
2. County Councillor's Report
3. District Councillors' Reports
4. PTLO report (attached)

**PARISH COUNCIL MEETING**

1. Apologies
2. Minutes of meeting held on Monday 5<sup>th</sup> January 2015
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) Review of Audit, Effectiveness, Standing Orders, Financial Regulations
  - ii) Damaged signs
  - iii) Defibrillator
  - iv) Village Green shrubs
  - v) Back Lane hedge
5. Administrative matters - See Correspondence
  - i) Speaker for Annual Meeting
  - ii) Casual Vacancy
6. Acceptance of written Committee Reports
  - a) Planning (attached) - See Correspondence
    - i) Land opposite Park Lane
    - ii) FPAAP response
  - b) Finance (attached) See Correspondence
    - i) Budget monitor report (attached)
    - ii) Internal auditor
  - c) Environmental - See Correspondence
  - d) Recreation Ground
7. SALC Report - See Correspondence
8. Other Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 16<sup>th</sup> March 2015 in the R G Pavilion at 7.30pm.

## **CORRESPONDENCE**

### **Administration**

150014 SALC FW: Transparency Code for councils  
150046 SALC Public Right to Report  
150048 Sizewell SSg Safety Advice documentation  
150057 Comm Action Suffolk Imminent risk of funding cuts to rural services  
150050 SALC Confirmation D Jacobs SO wkshp

### **Planning**

150038 SCDC Issues and Options Consultation promotional material  
150086 Summers W/S per Kemp Residential Development Community Consultation  
150090 SCDC/I Cade FW: Response to Jack Cade  
150080 I Cade Village meeting feedback to SCDC  
150044 I Cade FW: Kirton site 325a  
150097 S Abbott Comments on Falkenham boundary change  
150095 A Worledge Comments on Site specifics  
150042 Hutchinson Port SHIP2SHORE LATEST EDITION  
150051 SCDC Issues and Options drop-in sessions  
150067/77 TaylorWimpey B&M site planning appl to SCDC plan/B&M site covering letter and layout plan

150094 T & M Matthews Re: Artisan Smokehouse, Kirton

### **Finance**

150066 Flyer Press A/C for printing Public Meet leaflets £115  
150013 SCC Locality Budget cheque £600  
150001/2 Namesco Namesco purchase confirmation/Your New Email Account  
150047 The Phone Co-op Your invoice from The Phone Co-op is ready  
150026/27/28 McAfee McAfee account update confirmation/Purchase Receipt/Subscription key card  
150064 G Walker Instruction to Pauls Tree Services to do VG/RG work  
150082 SALC Section 137 Expenditure  
150014 SALC Transparency Code for councils - Briefing note  
150021 SCDC Parish Council 2014/15 Precept Request 2014/5  
150065 CAB Felixstowe Acknowledgement of grant  
150079 Lunch Club Acknowledgement of grant  
150084 Magpas Acknowledgement of grant

### **Environment**

150003 D Jacobs/G Walker Fw: Shrubs opposite bus shelter  
150019 S Coasts & Heaths Practical Work Parties  
150053 SCC Grants available from Suffolk Coast & Heaths  
150072 R H Macmillan Church Lane hedge/28 Meadowlands  
150093 Cllr Graham Newman Flooding information  
150069 SCC Grants available from Suffolk Coast & Heath

### **SALC**

150022 SALC Forthcoming Courses  
150045 SALC Successor Award to Quality Council S  
150060 SALC Area meeting dates  
150071 SALC BDO External Audit Briefing  
150083 SALC Are you prepared to pay 6p\* a week more for policing?  
150096 SALC LG Financial settlement consult result

## Other Correspondence

150039	I Cade	Kirton & Falkenham village meeting
150040	I Cade	Consultation promotional material
150015	Brand Eaton PC	Response re c150010
150016	Ufford PC	Response re c150010
150085	Abbott/T Coffey	AGM
150034/61/87	Rural Services Network	Hinterland w/b 7/ Jn/15 <sup>th</sup> /23
150098	Rural Services Network	Rural Housing Spotlight
150081	Rural Services Network	Fuel Poverty - January 2015
150013/17	Rural Services Network	The Lottery and Local Authorities
150030	Rural Services Network	ACRE Funding threat
150024	Rural Services Network	Rural Opportunities Bulletin
150056	Rural Services Network	Rural Broadband - November
150088	S Police	Agenda Tasking meeting 26th Jan
150091	Charity Commission	Commission News
150092	LCPAS	Elections, By-elections and Co-option
150099	Broxap	Plastic Litter Bins - Lightweight,
150059	Broxap	Stainless Steel Bollards
150076	Broxap	Heavy Duty, Large Capacity BX45 SEPR8 Recycling Bins
150049	Broxap	Toughest Litter and Recycling Bins
150078	White Hill	2015 New Outdoor Notice board Range
150031/35	Namesco	Re: Support Enquiry Ref: [SU5614891]/Want more from kirtonfalkenhampc.co.
150032	Hutchinsons Port	World's largest container ship makes maiden
150036	Comm Action Suffolk	Defra Funding
150058	LCPAS	LCPAS - Brochure 2015
150092	LCPAS	Elections, By-elections and Co-option
150020	S Harvey	January 2015 Parish Council Report
150025	SCC	Funding enables Suffolk communities to get active
150029	LG Chronicle	New Year offer from Local Government Ch
150033	esatsuffolk	Visit Felixstowe Newsletter - January
150037	Ipswich BC	Council News   January
150041	UK Power networks	Possible Severe Weather Event
150043	Glasdon	products for Local Councils
150052	SCC	Kurling takes off in Ipswich
150054	SCC	Suffolk to host opening stage of Friends Life Women's Tour
150055	Messagemaker	Solar Powered Speed Signs
150062	Soveriegn Play	Bi-Monthly Newsletter
150063	SCC	Have your say on healthy lifestyle serv
150068	Public Exe	Council unveils 'pop-up' temporary housing
150070	Notts sports	news that could save you a headache and lots
150073	LG Chronicle	County seeks unitary 'game-changer
150074	S Comm Foundation	nominate volunteers and groups for High Sheriff's Awards
150075	SCDC	FW: Suffolk Coastal Leisure Strategy

## KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on  
Monday 15<sup>th</sup> January 2015 at 7.30 pm in the Recreation Ground Pavilion

### PUBLIC OPEN FORUM

**PRESENT** 8 Parish Councillors, Mrs S B Harvey (DC), Mr R A Kerry (DC).

1. **Police Report**

None received.

2. **Parishioners Questions**

Nothing raised.

3. **County Councillor's Report**

The written report from Mrs O'Brien noted that SCC had been successful in obtaining funding for Blue Services and to assist collaborative working. Spending priorities continue to be uppermost in the County deliberations.

4. **District Councillors' Reports**

Reports from Mrs S Harvey and Mr R Kerry recorded that the District is much engaged in the Site Allocation Options and Issues consultation. Mrs Harvey reported on her attendance on the Waldringfield Quay Flood Defence group celebration and on the Deben Estuary Plan which it is hoped will become a supplementary planning document in February 2015.

5. **PTLO REPORT**

None received

Chairman closed POF at 7.55pm and opened Parish Council

### PARISH COUNCIL

**PRESENT:** Messrs I Cade, D Jacobs (Chair), F Last, M A Paul, G Walker, Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mrs S B Harvey (DC), Mr R A Kerry (DC).

1. **APOLOGIES:**

A P Hutton, J L Matthews, Mrs P M O'Brien (CC), Mr G A Harding (DC),

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 24<sup>th</sup> November 2014 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None declared

**ACTION**

4. **MATTERS ARISING**

i) Damaged signs SCC had now dealt with these; they need reminding about damaged footpath/bridleway signs

ii) Casual vacancy No progress

iii) Audit Effectiveness Review Date to meet to be arranged.

**CLERK**

iv) Hastoe/Durilda Green Clerk had forwarded his and Mrs Harvey's name as points of contact for enquiries.

v) Healthwatch Councillor Colvill suggested this issue was closed for the time being.

vi) Neighbourhood Plan Nothing to report. SALC report on Rendlesham completion (c140970) circulated and noted.

5. **ADMINISTRATIVE MATTERS**

i) Standing Orders/Financial Regulations Chairman having drawn the attention of Councillors to the latest NALC documents (c141107/8) these will be considered for review at February meeting.

**COUNC**

ii) Car Parking SCDC proposals for changes to car parking throughout the District (c141086) circulated and noted.

iii) Coastline Lite Latest issue (c141083) circulated.

iv) Power cuts Information from UK Power Networks (c141089) on coping with power cuts noted.

v) Port of Felixstowe Release of My Port App (c141091) noted

6. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) Site Specific Allocations - Early engagement Councillor Cade reported that questions were to be put to SCDC about the allocation of housing densities; what number of houses should be allocated for Kirton? A meeting had been arranged for the 7<sup>th</sup> January. Arrangements were in hand for a Public Meeting to discuss the issues on 27<sup>th</sup> January.

ii) Felixstowe Action Plan Councillor Cade confirmed that the Felixstowe Action Plan drafts were now on the web site. Notices publicising the proposals (c141101) had been posted on notice boards by the Clerk.

iii) B & M Site No planning application had so far been received. Clerk had been advised by Taylor Wimpey that copies of the application were in the post.

iv) Planning Issues A letter from Mrs Coffey (c141024) noted. Boyton PC having raised issues over planning procedures (c140965), Councillors had offered comments (c140967/74-76) but no response sent.

v) Wellgate Cottage SCDC explanation for decision to grant approval (c141027) noted.

vi) POF Logistics Park Launch publicity (c141049) noted, Councillor Cade commented on background (C141105).

vii) Old Dog, Falkenham Letter and plans received from Mr B Owen-Smith (c141100) in advance of planning application to develop in his garden noted, but notice of application from SCDC awaited.

## b) **Finance**

i) Budget monitor/Precept Proposed I Cade, seconded M Paul and carried that monitor report (attached) leading to a precept request of £14495 is accepted. **CLERK**

ii) Invoices Proposed J Shaw, seconded M Paul and carried that the invoice from Suffolk Coastal (c141025) £510 (VG grass cutting) is approved.

iii) Community Projects Grants to KAFPA for staging, Kirton PCC for ladies toilets in CH, and order for VG benches are in hand. **CLERK**

iv) Defibrillator Project ongoing (c140959/1051) between Councillor Paul and Chairman; location to be determined at next meeting. **MP/DJ**

v) Broadband Chairman and Clerk had concluded arrangement with Namesco/ The Phone Co-op and BT to transfer broadband and telephone services for the Clerk (c141065/68/80/104) and (c141103).

vi) Banking Community a/c Oct - Dec and Business a/c June Dec (c141034/5) received and noted.

## c) **Environmental**

i) Blocked footpath Blockage of footpath 44/45 reported to SCC who have in hand by SCC (c141066).

ii) Tree Work Proposed M Paul, seconded A Colvill and carried that Councillor Walker should place tree work on Village Green and Recreation Ground (c141124) with Paul Tree Service. **GW**

iii) VG shrubs Agreed councillor Walker would approach D Cope for a quote. **GW**

iv) Back Lane hedge Councillor Shaw raised concerns about the new hedge **MP**

planted on the Chapel Hall side; Councillor Paul would discuss with Mr Hollingsworth.

**d) Recreation Ground**

No report received.

i) Charity Commission Annual return from Recreation Ground received by Commission (c141019/20).

ii) Community Police meetings Dates for RG pavilion requests (c141074) passed to J Beer.

**7. SALC REPORT**

i) Area meeting Agenda etc (c140968/79/104) noted but not attended.

ii) Circulations LAIS 3171 on Parish Polls, Membership fees for 2015/6, and Local Councillor (circulated) (c141077) noted.

**8. OTHER CORRESPONDENCE**

Other Correspondence as listed on agenda noted.

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

Site specifics, B& M site

**10. DATE OF NEXT MEETING**

Monday 2<sup>nd</sup> February 2015 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.05 pm.

Signed.....

**PLANNING COMMITTEE**

The planning committee met prior to the Parish Council meeting at 7.10 pm to consider the application:

**DC14/3647**

**Land to east of Cockle Nine Acres**

**Construct Cottage for single occupation  
with garage on land formerly occupied  
as stabling for horses**

Attending: Councillors Cade (chairman), Colvill, Jacobs, Last

Apologies received from Councillor Hutton

No comments or objections were put forward on the proposals.

Signed.....

Date.....





## COMMITTEE REPORTS

### TRANSPORT

The current bus timetable ends in April, I have emailed Suffolk County Council and asked them to consider the following changes:

- 1) Service 174, delay the 0905 departure from Woodbridge by about 3 minutes, so that the bus stops at Park Lane at or after 0930. This will enable bus passes to be used. I know that I have asked about this before, but the change would help several elderly residents.
- 2) Service 173, 0957 from Felixstowe, Could this travel around the Back Road/Falkenham Road loop on both schooldays and non school days? The times for both journeys are identical, and this would make the service less confusing, both for residents and bus drivers.
- 3) Services 179, Saturday 1525 from Ipswich. Currently we have no service from Kirton to Ipswich on a Saturday, which means this return service is underused. Would it be possible to have a Saturday morning service into Ipswich?

SCC Response Regarding points one and two these will be considered when there are any other major changes to the timetable. With Park Lane I have previously mentioned that passengers can travel before the 09.30 threshold for concessionary bus passes to the next stop which is post 09.30. This would only require a minimal single fare. With point 3 when we did operate a Saturday service it was little used. To re-introduce a morning journey would add to the contract costs. The alternatives are for passengers to travel from Kirton on the 173 to Trimley and / or Felixstowe or Tesco at Martlesham and then connect for a First bus to Ipswich. As you say, passengers can return on the 15.25 back from Ipswich to Kirton. Paul Negus January 2015

### PLANNING

	<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>		
DC14/3461 Falkenham Hall Falkenham Revised scheme to 14/1402 to allow phased construction.		Support Dormer?
DC14/3736 5 Falkenham Road, Kirton Proposed Ss side 7 rear extensions		Support
DC14/3647 Land to east of Cockle Nine Acres, Kirton Construct cottage with garage on land previously used for stabling horses.		No comment

#### New applications

DC14/4134 Part side garden, Old Dog Falkenham 2/3 bedroom det cottage, demolish nissen hut, access from existing drive		No objections
DC14/4225 Land rear of 16to 22 Falkenham Road, Kirton Demolish existing building; and redevelop site to provide 39 dwellings etc, etc.		

## FINANCE

Cheques written since last meeting:

Realise Futures £982.80 (VG benches)

CAB £200

Avenues Group £100

MAGPAS £200 (grants)

C A Shaw £266.40 (clerk's salary)

HMRC £66.60 (PAYE)

G Walker £60.17 (Tree lighting exp)

Flyer Press £115 (leaflet printing)

Budget Monitor Attached