

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 **14th** day of **July 2014** at **7.30** p.m

Signed *P A Shaw*
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports
5. PTLO report

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 9th June 2014
3. Declaration of Interests
4. Matters arising
 - i) RG/VG hedges and trees
 - ii) Christmas tree topping
 - iii) Verge cuts
 - iv) FOI request (c140499)
 - v) Drainage and sewer problems update (c140495)
 - vi) CIL consultation (c140548)
 - vii) Community Services AGM reports
5. Project List (c140512, c140525)
6. Administrative matters (**see correspondence**)
7. Acceptance of written Committee Reports
 - a) Planning (attached) (c140514, c140526, c149542 c140533)
 - b) Finance (attached) (c140524, c140550 140516)
 - c) Environmental & Transport (c140496, c140498, c140501, c140523)
 - d) Recreation Ground
8. SALC Report (**see correspondence**)
9. Other Correspondence (attached)
10. Matters for inclusion in future Agenda
11. Date of next meeting:- Monday 8th September 2014 in the R G Pavilion at 7.30pm.

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.

CORRESPONDENCE

Matters arising

140499 P Gillen	Response to FOI request
140495 AW/D Jacobs	RE: Kirton Sewer Problems
140548 A Hutton/I Cade	Suffolk Coastal Public Consultation

Project List

140512 G Walker	Re: Project list approach
140525 G Walker	Quotes for VH infrastructure works

Administration

140505 SALC	Local Councillor, Suffolk CoC & members interests (circ)
140506 SALC	Revised Suffolk CoC
140535 Public sector Exe	Ignore NALC advice on media contacts
140507 St Eliz Hospice	Volunteer and support your local Hospice
140528 Local works	Empowering Parish Councils to sell electricity
140531 SCDC	Electoral Registration - Information Evenings
140537 sparce.gov	Suffolk Energy Action is Coming Your Way

Planning

140514 East Anglia One	Secretary of state decision letter
140526 Scottish Power	Planning Consent Granted for East Anglia ONE (circ)
140542 Scottish Power	East Anglia ONE site investigation surveys
140533 SALC/SCC	Suffolk Advisory Parking Standards

Finance

140524 MDL Tree & Shrub	A/C for alley footpath £95
140550 BDO	Audit query
140516 HMRC	Important Information for Employers

Environment

140496 East Suffolk group	Coastline Lite - Edition 2 (circ)
140498 SCC	Emergency planning workshop 8th July
140501 Environment Agency	2014 Suffolk Coast & Estuaries Community Conf (circ)
140523 P O'Brien	Barn Owl Project - Stolen/Killed Chicks

SALC

140508 SALC	Sizewell Stakeholder report June 2014 (circ)
140517 SALC	Governance & Accountability Guide 2014
140534 SALC	Insurance Briefing - Monday 30 June
140553 SALC	New courses

Other correspondence

140502	Anglia Care Trust	AGM 3rd July
140497	Coffee caravan	RCCIP CANCELLATION OF NETWORKING
140500	Rural services network	Rural Vulnerability Service - Fuel Poverty
140515	Rural services network	Rural Transport - June
140536	Rural services network	Parish views sought on rural housing
140538	Rural services network	Spotlight on Young People
140509	Rural services network	Hinterland 13 June
140529	Rural services network	Hinterland w/b 20 June
140503	SALC	LEADER Heritage Coast consultation events (circ)
140504	Eastsoffolk.gov	FREE Badminton kits and FREE Activator co
140510	Comm Action Suffolk	Bulk Oil Buying Saving Money in Rural
140158	Comm Action Suffolk	Newsletter
111140	Comm Action Suffolk	What can Europe offer to the Voluntary Sector
140511	Anglia Pumping serv	Brochure
140513	RSS	playground safety, inspection and maintenance
141519	Broxap	Large Capacity Recycling Units
140520	SCC	New Health Walks Programme
140522	parcleisure	Introducing the Challenger Range
140527	Jupiter Play	New Jupiter Play Website & catalogue!
140530	SMP	need help with your playground?
140541	SMP	RE: Do you need help with your playground?
140532	SCC	Doorstep Sport Club for Ipswich
140539	Street collective	All our colours are green!
140551	EELGA	East of England LGA e-bulletin
140552	East Suffolk Gov	Visit Felixstowe Newsletter - July 2014

KIRTON & FALKENHAM PARISH COUNCIL

**Minutes of Parish Council Meeting held on
Monday 9th June 2014 at 7.30 pm in the Recreation Ground Pavilion**

PUBLIC OPEN FORUM

PRESENT 8 Parish Councillors, 1 Parishioner.

1. **Police Report**

A written report from Pc Bown (c140489) recorded a shed burglary in Back Road, Falkenham. Mr Kerry (DC) had replied (c140466) that the issue of posting of Police Officers is on-going.

2. **Parishioners Questions**

Nothing raised

3. **County Councillor's Report**

A written report from Mrs P O'Brien (C140477) gave an update on the Nord Pas de Calais project for Suffolk schools, the proposals to phase traffic lights in Ipswich to aid flows, changes to the Records Office opening hours and her chairmanship of the Police & Crime Panel.

4. **District Councillors' Reports**

A written report from Mrs S Harvey (C140778) outlined the consultation out on the Community Infrastructure Levy and the Statement of Community Involvement, (she appealed for responses on these), and an update on the dispersal of her Community Enabling Budget. She had been elected as vice Chairman of SCDC.

5. **PTLO Report**

None received

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs (Chair), F Last, M A Paul, G Walker, Ms EY Choi, Mrs J L Shaw, and 1 Parishioners.

1. **APOLOGIES:**

Councillors C M Cooper, J L Matthews, E A Colvill, Mr P Negus (PTLO),

Mrs P M O'Brien (CC), Mrs S B Harvey (DC), Mr G A Harding (DC),
Mr R A Kerry (DC), Pc G Bown.

ACTION

2. **MINUTES OF LAST MEETING**

The minutes of the Annual Parish Council meeting held on 12th May 2013 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None declared

4. **MATTERS ARISING**

i) Confirmation of sub-committees Agreed the compositions proposed at APCM are approved.

ii) VG/RG trees and hedges Councillor Walker had surveyed work needed on Village Green and Recreation Ground (c140423/4). Village Green hedge needs reducing to 6½ - 7 ft; quotes to be obtained for work in September. Alley footpath hedging has been done on RG side, trimming work needed on footpath side, proposed G Walker, seconded J Shaw and carried that quotation from M Long of £95 be confirmed and put in hand. Work on VG and RG trees remains outstanding and he suggested a notional quotation of £300 for this work and a further £300 to remove the RG stumps. Proposed M Paul, seconded E Choi and carried that the £300 for tree work is approved, but the stump work put on hold, although "plugs" should be inserted in the stumps. **GW**

iii) Land behind 48 Meadowlands The Clerk had contacted SCDC regarding attempts to get clearance of this land, and SCC over the hedge impeding the footway; the former had not responded so far, SCC had replied (c14050/87) and concluded not currently vital, but would be dealt with after nesting season. **SCDC
SCC
CLERK**

iii) Innocence Lane Nothing further to report.

iv) B&M development Nothing further to report.

5. **PROJECT LIST**

Councillor Walker had produced an assessment and analysis of a range of projects (c140480) aimed at improving the well being and environment of the villages. Agreed priority should be given to the Category 1 & 2 projects

covering VG benches, VG information sign, Litter bins, Dog bins & Bus Shelter repairs, Church trees, Falkenham Notice board, VH infrastructure. Proposed G Walker, seconded M Paul and carried that an envelope budget of £4000 is approved for this work.

6. **ADMINISTRATIVE MATTERS**

i) Freedom of Information request A request from Mr PJ Gillen , of 48 Meadowlands (c140486), for records of Deeds etc held by the Council relating to the Council's response to planning application C11/2346, had been responded to, advising him that the only such record was that of the Deed associated with the original sale of the land. The chairman warned councillors that any enquiries regarding FOI requests should not be discussed, but referred to the Clerk.

ii) Openness of Local Government The draft of this legislation (c140405) circulated but no response considered appropriate.

iii) AGM invitations Invitations had been received from Homestart (c140452) 14th July, CAB (c140461) 25th June, FACTS (c140482) 30th June. Chairman may attend CAB; Clerk to circulate to Councillors not present. **CLERK**

7. **COMMITTEE REPORTS**

a) **Planning**

i) SCDC Public Consultation Consultation on Community Infrastructure Levy and Statement of Community Involvement (c140427/51/53) circulated. Agreed A Hutton and I Cade should liaise on a response and circulate for comment prior to submission. **AH/IC**

ii) EA3 Offshore Windfarm Consultation (c14040/41) noted and CD circulated for consideration.

iii) Neighbourhood planning conf. Conference on 14th June (c140471) circulated and noted but not considered relevant at the present time.

b) **Finance**

i) Internal Audit report Heelis and Lodge had audited the Council's affairs; proposed J Shaw, seconded E cHOI and carried that their report (c140470) is accepted, noting their recommendations that both Standing and Financial Orders should be updated. **CLERK**

ii) Banking NS&I statements (c140412) to 12 May 2014 received.

iii) Community Action Suffolk Membership for 2014/5 confirmed (c140460).

iv) Broadband Noted that Namesco had transferred broadband facility to Phone Co-op Ltd (c140435) from 31st May. Clerk to monitor.

CLERK

c) Environment & Transport

i) Litter/dog bins SCDC had advised of new arrangements (c140401) that requests for and problems with bins be now directed to Refuse & Street Cleaning.

ii) Flooding Copies of S Harvey's (DC) Email and photos to P O'Brien (CC) flooding in Weir Place (c140445) noted. Chairman had also referred flooding at Church Hall to AW (c140446).

iii) Tree Warden Latest newsletter (c140454) noted.

d) Recreation Ground

i) Charity Commission Latest newsletter (c140413) received and passed to J Beer.

8. SALC REPORT

i) Transparency Code LAIS 1366 for larger councils (c140400) received.

ii) Area meeting Agenda etc for meeting on 14 June (c140415) circulated.

9. OTHER CORRESPONDENCE

Other correspondence as listed on agenda noted

10. MATTERS FOR INCLUSION IN FUTURE AGENDA

Hedges/trees, project list, Christmas tree topping, verge cuts.

11. DATE OF NEXT MEETING

Monday 14th July in Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.15 p.m.

Signed.....
Chairman

Date.....

PLANNING COMMITTEE

Prior to the Parish Council meeting, at 7 pm, the committee met to consider the following applications.

**DC14/1584 29 Burnt House Lane, Kirton
Proposed rear extension
(existing conservatory removed)**

**DC14/1402 Falkenham Hall, Falkenham
Proposed conversion of outbuilding to residential annexe and cart lodge
(partly revised scheme to D13/1197/LBC)**

Present I Cade (chairman), M Paul, F Last, A Hutton, D Jacobs, J Shaw.

Agreed the Committee had no objections to these proposals, other than to reiterate the earlier recommendation that the sewage facilities at Falkenham Hall are checked for adequacy.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

PC

SCDC

Existing applications

DC14/1584	29 Burnt House Lane, Kirton Proposed rear extension (existing conservatory removed)	Support
DC14/1402	Falkenham Hall, Falkenham Proposed conversion of outbuilding to residential annexe and cart lodge (partly revised scheme to D13/1197/LBC)	Support flag sewage

New applications

DC14/1720	2 Southfields, Falkenham Demolish existing garage and construct new single storey annexe
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FINANCE

Cheques written since May meeting: C A Shaw £266.40 (clerk's salary), HMRC £66.60 (paye), MDL £95 (Alley hedge).