

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 **25th** day of **November 2013** at **7.30** p.m

C A Shaw

Signed.....

Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. **Presentation on Emergency Planning for Orwell Bridge and A14**
Peter Grimm (Strategic Traffic Manager SCC)
Andy Osman (Head of Emergency Planning SCC)
Nigel Allsopp (Emergency Planning Manager HA)
3. Parishioners questions
4. Authority reports: County Councillor (**circ**), District Councillors, PTLO

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 19th October 2013
3. Matters arising
 - i) Falkenham Dog Bin
 - ii) Christmas tree lighting.
 - a) Tree-Lights installation/lighting/amplification
 - b) Welcome/switch on/continuity
 - c) SA band/carols/collection/charities
 - d) Refreshments
4. Report of Finance and General Purposes Committee meeting
 - i) Grants for 2012/13
 - ii) Budget for 2013/14 (attached)
 - iii) Invoices (see correspondence)
5. Administrative matters (see correspondence attached)
6. Acceptance of written Committee Reports (As circulated, see correspondence attached)
7. SALC Report (see correspondence)
8. Ongoing Matters arising
Speedwatch, Village shop, Grit bins, Trees, Safeguarding, Back road junction, Meadowlands plot, Emergency planning, Community Rail partnership, white lining, SALC AGM
9. Other Correspondence (attached)
10. Matters for inclusion in future Agenda
11. Date of next meeting:- Monday 6th January 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

Administration

130825 War Memorial Trust Care of war memorial and appeal
13084043 Archer/Lanigan Re: WWII memorabilia/searchlight site
130875 P O'Brien/Orbit repair Housing Options Advice Service

Planning

130826 D Kemp Re: The Cockles
130839/45 D Jacobs/Flagship Re: SCDC Scrutiny panel minutes

Finance

130809 Boundary Fencing A/C for VG hedge, Bench, grit bin maintenance £423
130810 RBL A/C for wreaths - £44 recommended
130874 D Jacobs/D Cope Quote for grit bin repairs £124

Environment

130815 J Shaw/D Jacobs Falkenham dog bin
130858/59/70 G Christian/P Negus Bus Stop at the Green
130863 SCDC Is it time to make you trees safer

Recreation Ground

130821 D Jacobs Fw: Kirton rec and doggie/litter bins
130846 SALC/Martlesham PC Training of Play-area inspection volunteers
130853 J Beer Comment on c130846 from Martlesham pc

SALC

130806 SALC LAIS1359 Sustainable Communities Act
130831 SALC LAIS1360 Standing Orders
130841 SALC LAISU2D131107 and LAIS1361 Precepts

Other Correspondence

130816	SCDC	Partnership Forum 22 November 2013
130820	Sparse gov	Are public services changing?
130823	Tim Ward	Community Rail Partnership, yesterday's Meeting
130827	S Foundation	High Sheriff's Awards
130829	East Anglia One	Examining Authority's DCO and RIES letter
130837	P O'Brien	District and county reports
130808	D Jacobs	Fw: Memorial Hall Grant application
130811	NS&I	On-Line application for PO accounts
130814	SALC	Council tax support funding survey
130830	SCC	Possible funding source
130812	SCDC	Collection of Controlled Waste
130817	SCDC	Free trees offer from the Woodland Trust
130852	S Police	Community Tasking & Panel Meetings dates
130807	SALC	Forthcoming courses at SALC
130813	SALC	Deadlines Approaching
130833	SALC	3 Directly Elected members of Smaller Councils' Committee
130835	SALC	FW: Cemetery Management Training
130805	Glasdon	FREE Delivery on Quality Glasdon Products!
130818	SCDC	Weekly List Applications 24-10-2013
130819	Rural Services Network	Hinterland w/b 25/10/13
130844	Rural Services Network	Hinterland w/b 8 November
130864	Rural Services Network	Hinterland
130824	Rural Services Network	Digest - 28 October 2013
130849	Rural Services Network	News Digest - 11 November
130871	Rural Services Network	News Digest - 18 November
130838	Rural Services Network	Rural opportunities
130856	Rural Services Network	Rural Vulnerability Service - Transport (Nov
130861	Rural Services Network	RSN Seminar Programme 2014-2015
130822	SCDC	Weather Updates for Monday the 28th Oct
130828	Dynawest	Seasonal awareness. Salt and Grit Bins
130832	Clerks/Councillors Dt	November issue
130834	SMP PlayEquip	Things to spark you imagination
130836	ELGA	East of England LGA e-bulletin
130854	SCDC	Inter-Village Rounders Entry Info
130842	SCDC	Inter-Villages Rounders 2014
130847	Sutcliffe Play	Newsletter
130848	Gateway	Successful submission
130860	SCC	Beginner running project wins national award
130862	Comm Acion Suffolk	Newsletter
130867	Ipswich BC	Newslettter
130868	Newbourne PC	Chairwill attend 25th November
130869	Levington Pc	Chairwill attend 25th November
130872	Glasdon	Are you ready for Winter?
130873	SCC	Business benefits of active commuting

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 21ST October at 7.30pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 8 Parish Councillors, Mr P Negus (PTLO), Mrs P O'Brien (CC), Mr G A Harding (DC), 1 Parishioner.

1. **Police Report**

A written report from Pc Bown (c130803) reported on the theft of an unattended motor vehicle, from a property on Park lane during the afternoon on the 19th September. The vehicle was later recovered in Ipswich, is currently being linked with further crimes, and forensic evidence is being investigated.

2. **Parishioners Questions**

Re-white lining for Rectory Lane still not done. Clerk to forward correspondence to Mrs O'Brien (CC) to expedite.

3. **County Councillor's Report**

Mrs O'Brien's circulated report (c130747) gave an update on the County Council's deliberations on meeting the financial challenges arising from cuts of government funding, which included further integration of services among the 8 major councils. Its growth strategy had been approved, as had an initiative to combat fly tipping. In response to her inquiry the Council agreed that the Locality Budget should be used to purchase chairs for the RG pavilion; Clerk to forward request correspondence from RG to Mrs O'Brien. Money available from Quality of Life programme noted. The closures of Copdock interchange from 28th October for 13 weeks (c130778) noted.

4. **District Councillors' Reports**

Mrs Harvey (DC) sent a written report (c130801) on her and chairman's meeting with Flagship and its proposals for 1 Burnt House Lane. She had attended the Hacheston solar farm enquiry which had produced some interesting issues on detail. Mr Harding (DC) reported that the application for new housing south of the new school in Felixstowe had been rejected; appeal likely.

5. **PTLO report**

Mr Negus confirmed that buses were taking the loop, but only one a day. Invitation to join Community Rail Partnership at meeting on 26th October (c130782) will be attended by Councillor Colvill.

Chairman closed POF at 8.05pm and opened Parish Council meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, D Jacobs (Chair), F Last, G Walker, Mesdames C M Cooper, J L Matthews, J L Shaw, E A Colvill, Mr P Negus (PTLO), Mrs P M O'Brien (CC), Mr G A Harding (DC), and 1 Parishioner.

1. **APOLOGIES:** A P Hutton, M A Paul, Ms EY Choi, Mrs S B Harvey (DC), Mr R A Kerry (DC), Pc G Bown,

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 9th September 2013 having been previously circulated were taken as read, approved and signed.

ACTION:

3. **MATTERS ARISING**

i) Speedwatch SCC had set up three SID displays (c130696/711) in Kirton during September/October; a further display will be set up later on Bucklesham Road. **SCC**

ii) Emergency Planning Ongoing.

iii) Felixstowe Docks LALC meeting Meeting on 9th September attended by Councillor Hutton. Meeting revealed that Innocence Lane development appeared under active consideration by Port and Trinity College; action group is to meet Bidwells to discuss. Minutes (c130742/43) circulated; next meeting 12th March 2014 at Felixstowe.

iii) Village Green hedge The hedge had been cut by D Cope, but neighbour **DJ/GW** not happy with the height of cut. Agreed Cope should be asked to reduce it further at the Falkenham Road end, and also to be asked to quote for maintenance work on VG grit bin and bench. Councillors requested that details of work undertaken should be provided.

iv) Village shop Ongoing. Meetings continue. As Parish Council presence agreed desirable, Councillor Cade will attend that on 28th October and Chairman that on 11th November. **IC/DJ**

v) Boundary Commission Review Ongoing. Council had submitted its views, to Commission and these acknowledged (c130729).

4. **FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

Chairman opened meeting at 8 25 pm.

i) Clerk's salary After a lengthy discussion agreed to defer conclusions to a later meeting.

ii) ½ year Income/Payments account (attached and noted) The Clerk drew attention to the PO Recreation Ground and Village Green PO accounts. These can no longer be operated through a Post Office but only on-line or **CLERK**

telephone or [post. Agreed consideration should be given to closing these accounts and the Clerk would obtain the necessary authorisations to make the necessary changes. Suggested consideration should be given to a contingency fund to be earmarked for RG Pavilion maintenance and repair.

iii) Grants allocation for 2012/13

Councillor Walker declared an interest in matters concerning the Village Hall and Optua

<u>Grants made last year</u>	
Disability Advice Serv.	£100
RBL	£100
K & F Village Hall	£100
S Accident Rescue	£100
Magpas	£100
Homestart	£100
Headway	£100
CAB (Felixstowe)	£100
St Elizabeth Hospice	£100
Victim Support	£100
Optua	£100
Church Lunch club	£100

Agreed these should be recommended for a grant.

CLERK

Agreed membership of Suffolk Preservation Society should be renewed at £25.

CLERK

Royal British Legion had provided 2 wreaths at a recommended cost of £44.

iv) Expenditure forecast and precept for 2013/14

Pending a settlement of the Clerk's salary, agreed the budget should also be considered and deferred to the next meeting.

CLERK

i) Precept SALC DC/Ministerial correspondence on precepts (c130738) circulated and noted.

v) Invoices Proposed G Walker, seconded I Cade and carried that invoices from S Acre £629.80 (insurance renewal), Namesco £149.63 (broadband), Boundary Fencing £155 (VG hedge) are approved.

vi) Correspondence Broadband renewal (c130720) and Insurance renewal (c130753) confirmed, Suffolk grant system (c130775) noted.

vii) Audit Effectiveness Review Meeting to be arranged between Clerk, chair, vice-chair and Councillor Colvill.

5

ADMINISTRATIVE MATTERS

i) MP visits Mrs Coffey (MP) had visited Kirton at the White Horse on 26th

September (c130715); no councillors were able to attend.

ii) Community Resilience Workshop Chairman had attended one of these meetings. Copy of presentation notes received (c130732).

iii) ESP Annual Forum Chairman will attend on 22nd November (c130733)

DJ

iv) Suffolk Preservation Society 2 copies of newsletter received (c130754).

v) S Community Foundation Newsletter (c130756) circulated and noted.

6. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) Flagship Through SALC information received (c130725) on waiting lists and passed to Councillor Colvill.

ii) 1 Burnt House Land Proposals for the re-development of 1 Burnt House Lane perused by councillors and met with approval pending planning application **FGSHP**

b) **Finance** (attached with F & GP)

c) **Environment & Transport**

i) Dog bin Proposed C Cooper, seconded J Matthews and carried that request for dog bin near Falkenham Dog (c130702) from Mr D Scarfe be approved. Councillor Shaw to investigate suitable site and report back. Clerk had determined from SCDC a cost of around £200 for supply of bin/post and fitting. **JS/CLK**

ii) Community Rail Partnership Invitation to join. See POF.

iii) Suffolk Coast Forum Information on forum on 10th October (c130727) circulated.

iv) Tree Warden Various circulars on tree warden activities (c13060/66) noted.

d) **Recreation Ground**

i) Dirt jumps Request from C Barnard (c13022/69) dealt with by J Beer and declined.

7. **SALC REPORT**

i) AGM Councillor Jacobs will attend AGM on 12th November (c130733).

ii) Council of the year Competition noted (c130748/59).

iii) Scrap metal dealers LAIS 1358 noted (c130788).

8. **OTHER CORRESPONDENCE**

Other correspondence as listed on agenda noted.

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

Speedwatch, Village shop, Grit bins, Trees, Christmas tree, safeguarding, Back road junction, Meadowlands plot, Emergency planning, Dog bin

10. **DATE OF NEXT MEETING**

Monday 25th November 2013 in Recreation Ground pavilion at 7.30 pm

There being no further business the meeting closed at 10.20 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC13/2332	Telephone Exchange, Falkenham Road, Kirton To install one acoustic cowl and one ventilation louvre.	Support	Granted
DC/13/2485	Goseford Hall, Falkenham Rebuilding of the wall between (proposed) hallway and kitchen. Works to the door between the dining room and the kitchen, reconfiguring the staircase and balconies within entrance hall.	Support	Granted
DC/13/2385	Rosedale, 11 Trimley Road, Kirton Erection of 2 storey side extension to cottage and associated alterations.	Support	
DC13/2593	26 Bucklesham Road, Kirton Clear part of hedge and install drop curb for parking	No Response	

New applications

DC13/3258 Part Land, White Horse PH, Kirton
Erection of 2 Storey dwelling and garage
Revision to application C11/2711

FINANCE

Cheques written since October meeting :- C A Shaw £232.80 (Clerk's salary), HMRC £58.20 (PAYE), Recreation Ground £2250 (½ yr grant), D Jacobs £70.20 (mileage exp), SPS £25 (subs), Boundary Fencing £423 (VG maintenance).

RECREATION GROUND

Pavilion: Still no joy with replacing 'dead' water tank. Will now try different approach ie. See if we can purchase the tank, and just get a plumber to fit it. Thanks to the £400 SCC Locality funding, we have purchased 20 new 'comfy' chairs for the lounge. The 52 hr power cut at the pavilion after the high winds fully tested the emergency lighting conditions. One has failed (out of 29) but the rest did their job (they should all last 3 hours in theory!). Still, at least we have £54 pay out to buy new light!!

Play-Area: Play area inspection was OK, several low risk items and a few medium ones highlighted; still no movement by Jacobs at the Forge regarding fixing some problems.

New Equipment: All settled down now we have the wetter weather – no movement around the legs of the zip wire.

Ground: Still waiting for the hedge cutting despite a couple of reminders. The contractor says it will be done soon!!!