

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 10th** day of **September 2012** at **7.30** p.m

Signed.....

Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report c12611
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 23 July 2012
3. Matters arising i) Cable routing
ii) Health Watch report
iii) Grocery Van stops
iv) Parish web site
v) Deben estuary
vi) Code of Conduct (c12611, c12627)
viii) Innocence Lane/A14 development
4. Administrative matters (c12610, c12616, c12620, c12625, c12666, c12667)
5. Acceptance of written Committee Reports
 - a) Planning (attached) (c12604/24/31/33, c1239/53/73, c12626/72)
 - i) Application C12/1672 Innocence Cottage, Innocence Lane, Kirton
Material change of use of site from class C3 residential to class B1 offices etc.**
 - b) Finance (attached) (c12608, c12628, c12659/52, c12665, c12676)
 - c) Environmental (c12614, c12622 c12664)
 - d) Recreation Ground (c12603, c12617, 12637)
6. SALC Report (c12632, c12629, c12638, c12644, c12670, c12681)
7. Correspondence (attached)
8. Matters for inclusion in future Agenda
9. Date of next meeting:- Monday 23rd October 2012 in the RG 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

Police

12611 Pc Bown Police report for July

Matters arising

12675 Scottish Power Modifications to cable routes
12679 SALC New Acceptance of Office forms etc
12627 SALC LAIS 1341 Pecuniary interests

Administration

12610 SCDC Notes of TC/PC clerks meeting
12616 SACRE Rural services review 2012
12620 SCDC Openness & transparency of personal interests
12625 G Walker Streetlife
12666 SCC Renew PC details
12667 SCDC SCDC individual web page

Planning

12604 I Cade Notes of Core Strategy meeting 12 July
12624 D Jacobs/I Cade Review of letter to Inspector
12631 I Cade LDF letter for inspector
12633 I Cade Core Strategy response to inspector
12639 SCDC LDF Inspectors restart letter
12653 SCDC SCDC hearings - programme, guidance notes etc
12673 SCDC SCDC Main modifications to inspector
12626 Mary Wyatt Meeting for Councillors re Tesco/Walton Gr
12678 Mary Wyatt Appeal to attend Tesco bid meeting

Finance

12608 SACRE Funding update
12628 Barclays Current a/c statement 2/7 - 3/8
12659 SAcre/Zuric Renewal of PC insurance £492.80
12652 Came & Co PC insurance
12665 Namesco Renewal of PC broadband £124.69
12676 Audit Commission Appointment of BDO as auditor for 5 years

Environment & Transport

12614 SCDC Briefing on Water management 5 Sept
12622 Fiona Davies Village sign restoration
12664 SALC Flood plan reminder

RG

12603 SMP playgrounds Inspired Facilities funding
12617 SCC A Sporting chance - sporting records for Records Office
12637 SCC Olympic record by Records Office

SALC

12632 SALC LAIS U2D
12629 SALC Further on web site access
12638 SALC Sustainable Communities Act - Précis
12644 SALC Newsletter of the year competition
12670 SALC Courses
12681 SALC Area meeting 17th September

OTHER CORRESPONDENCE

12607	SCC	Cycling tour of Britain 9th Sept
12613	Inside Government	Helping Young People connect
12618	Suffolk Police	Tasking meeting 6 Aug cancelled
12623	SCC	Summer Sports opportunities across Suffolk
12634	SCC	Rwanda Para Olympic team to B St E
12643	SCC	Olympic torch in Suffolk
12654	SCC	Suffolk Olympic heroes reception
12661	SCC	Paralympic flame on way back to Suffolk
12668	SCC	Meet Suffolk paralympic heroes
12605	Sutcliffe Play	Roundabout offer
12606	Glasdon	Recycling bins
12621	Kompan	Playground support services
12636	SALC	NALC bulletin - Council Tax reforms
12671	SALC	Minute taker for area meeting 17th Sept
12672	SALC	Web site training
12640	UnlockDemocracy	New opportunity for Pc/TC under SC act
12641	EELGA	August bulletin - New chairman
12642	S Passenger Transport	Revised bus services
12645	Mary Wyatt	Tesco bid meeting rearranged for 10th Sept
12647	SCC	Dangerous dog in Innodence Lane
12648	LiveWellSuffolk	New jealth walks prohramme
12649	SCDC	Joint effort to reduce energv impact
12651	SALC	Allotments management system
12655	Charity Commission	Newsletter
12656	SCC	Collective Spirit Boat in Suffolk
12657	SAcre	Members newsletter
12658	Felix Ferry Golf Club	Christmas publicity
12663	SCC	Green bldgs event 6 -9th September
12669	Glasdon	Winter equipment
12677	SPS	“Suffolk View” summer issue (2copies)
12682	Sparse	Suffolk's individual web page
12683	Monster play	Youth shelters
12609	Rural Services Network	Hinterland w/b 27 July
12612	Rural Services Network	Digest w/b 30 July
12615	Rural Services Network	Rural Opportunities bulletin
12619	Rural Services Network	Hinterland w/b 3 August
12630	Rural Services Network	Hinterland w/b 10 August
12635	Rural Services Network	Digest w/b 13 August
12646	Rural Services Network	Hinterland w/b 17 Aug
12650	Rural Services Network	Digest w/b 20 Aug
12660	Rural Services Network	Hinterland w/b 24 Aug
12662	Rural Services Network	Digest w/b 28 Aug
12674	Rural Services Network	Hinterland w/b 31/8/12
12680	Rural Services Network	Digest w/b 3 Sept

KIRTON & FALKENHAM PARISH COUNCIL

**Minutes of Parish Council Meeting held on
Monday 23rd July 2012 at 7.30 pm in the Recreation Ground Pavilion**

PUBLIC OPEN FORUM

PRESENT 10 Parish Councillors, Mrs S B Harvey (DC), Mr G A Harding (DC), .
3 Parishioners.

1. **2012 Olympic Torch report**

Mr John Beer, who had been one of the team who carried the Olympic Torch through Felixstowe on the 5th July 2012, attended, together with his torch and clad in the Torch Bearer's track suit. Having been welcomed by the chairman, with acclamation, he passed the Torch around those present and answered questions about the torch and the event. Mr Beer has been nominated by the Chairman, Mr D Jacobs, and accepted in recognition of all the work he had done over many years in managing the Recreation Ground, establishing youth football teams and panning and raising funds for the new pavilion. In this connection he was congratulated on the recent addition to facilities on the Recreation Ground, of a zip-wire and exercise equipment.

2. **Parishioners Questions**

Nothing raised

3. **Police Report** None received.

4. **County Councillor's Report**

Having sent her apologies, Mrs O'Brien had nothing to add to her report of last month.

5. **District Councillors' Reports**

Mr Harding reported that SCDC propose to interview Housing Associations. He has noted in the Parish Plan concerns about the lack of sheltered housing and problems arising from the split up of families. He advised that between November, and February next year, all planning applications will be dealt with on line. Councillors wondered how A1 and A2 drawings could be viewed on line. He had given a report on the Walton Green proposals (c12575) which had been circulated.

Mrs Harvey had attended a presentation on the Off-Shore wind farm cabling and noted the intentions at Bawdsey and for the transportation of workers. The Walton Green planning proposals, which she had also attended, raised questions which she would be looking into. She referred to the Torch Relay, the CAB AGM, the LDF inspector's comments on housing provision, the new RG equipment. and the availability of the Trimley tennis courts for young people

The Chairman closed POF at 8.01 and opened the Parish Council meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs (Chair), F Last, M A Paul, G Walker,

Ms EY Choi, Mesdames , C M Cooper, J L Matthews, J L Shaw, Mrs S B Harvey (DC), Mr G A Harding (DC), and 3 Parishioners.

1. **APOLOGIES:** Mrs E A Colvill (holiday), Mr P Negus (PTLO), Mrs P M O'Brien (CC), Mr R A Kerry (DC).

ACTION

2. **MINUTES OF LAST MEETING**

The minutes of the PC meeting and the Planning Meeting held on 25th June 2012 having been previously circulated, were taken as read, approved and signed; with the amendment that Councillor Colvill was not present and had sent her apologies.

3. **MATTERS ARISING**

i) Wild flowers on Village Green Chairman invited a parishioner to put forward her ideas for retaining an area of the Green for wild flower cultivation. Proposed J Shaw, seconded C Cooper and carried, 8 for and 2 against, that Councillor Walker should prepare a proposal. **GW**

ii) Retention of Beacon On-going.

iii) Emergency Plan Councillors Shaw, Jacobs and Last to liaise on retention of the information electronically. Circular from SALC on Flash Flooding (c12530) noted, but probably not relevant to the Parish. **JS/DJ/FL**

iii) Cable routing S Harvey (DC) had a report which she would forward to the Clerk. Councillor Paul gave an update on his understanding of issues affecting the Paul Estate. Latest information had been received from EAOW (c12538); circulated and noted. Clerk had posted the Section 48 notices (c12544). **SH**

iv) Croft Cottage Established that Croft Cottage is in Trimley St Martin (c12433), and problems appear to have been resolved.

v) Healthwatch Councillor Colvill will report next meeting. **EAC**

vi) Grocery van stops Councillor Cooper will endeavour to discuss with operator. **CC**

vii) Parish Web Site Chairman to investigate later in the year. **DJ**

viii) HomeStart Councillor Colvill had attended AGM and much impressed with its work (c12558).

4. **CODE OF CONDUCT**

Various communications from SALC and SCDC having been circulated to Councillors (c12531/32, c1245/62), proposed M Paul, seconded G Walker and carried by 7 votes for 2 against and 1 abstention, that the SCDC model be adopted as the Code of Conduct for the Parish Council. No Councillors would attend SALC briefings on the CoC (c12577).

5. **DEBEN ESTUARY**

Councillor Paul reported on the progress on proposals to protect the estuary by works at Ramsholt and Falkenham salt marshes. Most of the walls are in reasonable condition. Fund raising will begin in the autumn. The next meeting is in September. He observed that the sluice gate replacement works are taking longer than intended

6.. **ADMINISTRATIVE MATTERS**

i) Family Carers Workshop SCDC workshops in July and August (c12552) circulated and noted, but no-one will attend.

ii) Flood Management Public summary report from SCC (c12537) passed to Councillor Walker for appraisal. **GW**

iii) Sustainable Communities Act Copy of LAIS 1338 received from SALC (c12555) circulated and noted.

7. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) Planning contact list Relevant pages form SCDC (c12542) circulated to Councillors for information.

ii) Core Strategy examination Councillor Cade had attended Inspectors briefing (c12556), which had been suspended for answers to housing numbers being confirmed. Councillor Cade is preparing maps and contents of letter response on Innocence Lane proposals and request to have representation at hearings. Proposed E Choi, seconded C Cooper and carried that Councillor Cade is the Council's delegated authority in dealing with LDF inspector's hearing.. **IC**

iii) Bucklesham Road housing land Hopkins Homes had acknowledged Council's response to their proposal on development (c12558).

iv) Innocence Lane steering group A letter of support for steering group's submission on Innocence Lane development proposals had been prepared (c12565).

b) **Finance** (attached)

i) Computer Back-up Hard drive Proposed E Choi, seconded G Walker and carried that a back-up hard drive for the Council's laptop be purchased up to a budget of £100. **CLK/DJ**

ii) Recycling bin hard standing S Harvey (DC) to contact SCDC re-cycling department, to obtain response to Chairman's request, for requirements for hard standing for glass recycling bin at White Horse, so that provision can be expedited. Budget of up to £100 proposed G Walker, seconded M Paul **SH/DJ**

and agreed.

iii) Jubilee expenses Invoice from blacksmith still awaited. Councillors Walker/Jacobs to pursue. Proposed C Cooper, seconded J Shaw and carried, that expense claim from Councillor Colvill for Jubilee mugs for Mothers and Toddlers group of £17.92 is approved. **GW/DJ**
CLERK

iv) Recreation Ground dog bins Following requests to SCDC to repair/replace bins at west and east entrances to Recreation Ground, SCDC agree to replace western bin; the eastern bin, being the responsibility of PC, would replace and install for £120.80 + VAT (12553/61). Proposed M Paul, seconded C Cooper and carried that the quotation be accepted. **CLERK**

v) Insurance cover for new RG equipment Proposed J Shaw, seconded M Paul and carried that additional premium to cover new equipment through SAcre (C12578/79/87) of £25.93 is approved. Clerk to check that Public Liability cover is still adequate. **CLERK**

vi) Recreation Ground grant Proposed J Shaw, seconded I Cade and carried, that the request from J Beer, RG treasurer, for 2nd instalment of annual grant (£2250) in advance of 1st September, to ease cash flow following purchase of new equipment, is approved. **CLERK**

c) **Recreation Ground** (attached)

d) **Environment & Transport**

i) Greening Plans Copies of the slides produced at the recent Area Meeting (c12547) received; to be copied to Councillor Walker. **CLERK**

ii) Sandlings Environmental statement Copy circulated to Councillors Choi and Walker.

iii) AONB Management Plan Councillor Walker had prepared and forwarded a response to Suffolk Coasts and Heaths (c12540).

iv) Transport

The newly appointed PTLO, Paul Negus, had sent his apologies and had nothing to report. Mrs Wardner, the retiring PTLO, was present and volunteered to continue to attend and provide refreshments for the meetings. This was gratefully accepted.

8. SALC REPORT

i) Council Tax Proposals to alter funding of Council Tax by Government are being monitored by NALC to try to avoid adverse effects on Parish Councils (c12567).

ii) NALC bulletin July bulletin (c12574) circulated to Councillors for information.

9. **CORRESPONDENCE**

Other correspondence as listed with agenda noted.

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

Dog bin, Repairs to sand bins/quotations, Beacon/expenses, cable routing, Healthwatch, Van stops, VG wild flowers, Parish website, CoC, recycling bins, Innocence Lane.

11. **DATE OF NEXT MEETING**

Monday 10th September in the Recreation Ground pavilion at 7.30 pm

There being no further business the meeting closed at 9.42 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
C11/2346	Land to rear of 44/86 Meadowlands. Kirton Application for development rights	Comments submitted	Awaiting legal view
C11/2802	The Cockles, Back Road, Kirton Construct new access to B & M concrete, close existing access, change of use of agricultural bldgs to B1 use, Remove Agric from "Cockles" and replace S106 on B& M dwelling.	Support with comment on access	Granted
C12/1255	56 Falkenham Road Proposed rear Ss extension and alterations	Support	Granted
C12/1208	58 Meadowlands Erect Ss rear extension for sun room, Erect 1.8m wall. Add front/side block paving	Support sun room, not wall	

New applications

C12/1672	Innocence Cottage, Innocence Lane, Kirton Material change of use of site from class C3 residential to class B1 offices etc. Alter existing access & site arrangement to accommodate parking etc.		
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FINANCE

Cheques written since July meeting:- E Colvill £17.92 (jubilee mugs/spoons), E Colvill £6.30 (mileage exp), S Acre £25.93 (add ins premium), C A Shaw £60.93 (clerk's exp), RG £2250 (½ yr grant), C A Shaw £208.80 (clerk's salary), HMRC £52.20 (PAYE).

ENVIRONMENT & TRANSPORT

Suffolk Flood Management Partnership

- * Creation of a local plan called Suffolk Local Flood Risk Management Strategy.
- * Aim is to reduce the risk to flooding and the effect it has to protect people's safety and wellbeing
- * Partnership includes (among others): SCC, A W, SCDC, Environment Agency, Highways Agency
- * Strategy will be a legal document & will be a tool for directing local flood risk management organisations when responding to floods
- * Contains advice & direction with respect to: Emergency planning; Flood reporting; Land owners adjacent to water courses.

Full strategy & action plan at www.suffolk.gov.uk/floodrisk. Email comments to tofloods@suffolk.gov.uk by 14th Sept (closure of Public Consultation)

Wild Flowers on VG

Myself, Councillors Matthews, Shaw, Cooper met & discussed way forward. Councillor Shaw to speak to Gardening Club about putting a proposal (design & ongoing management) to the next PC meeting.

Beacon

Ongoing consideration on long term solution. Chairman is progressing with Peter Cearns who has said he's more relaxed about the original specification of hole depth. Chairman to speak to Alex Jacobs about outstanding invoice as part of decision making process for long term solution

Concrete flags for bottle recycling

Chairman organised local handyman to sort this. All completed satisfactorily. Graham Walker

Transport

There are some changes to the timetables, which I have copied to an article for the Review and gives a summary. I have monitored the 2 services to be cancelled and they only seem to be used by one or two people. I am putting information about the changes on notice boards around the village. Paul Negus Sept 2012

RECREATION GROUND

Pavilion: We have had further plumbing issues over the last month. The tap had to be replaced in the disabled toilets. One of the 'accumulator' tanks in the Plant Room has starting leaking from the base (it is the tank, not the pipework). There are 2 of these, both 500 ltr capacity. The system was designed such that the water flow in the pavilion would be good even if all taps/showers were in use at the same time. So the system still works OK with only one accumulator. A new one has been quoted as £1400 + labour, so we think we will leave running on one tank at the moment !!!!

Play-Area: Next play area inspection is due on September 10th. We have changed inspectors this year (£50 cheaper !!).

New Equipment: Aerial runway and 6 items of outdoor fitness equipment have proved very popular over the summer holidays. Several people have mentioned CCTV to keep an eye on the fitness equipment as it looks a bit vulnerable. We will investigate.

Ground: The whole ground looks in excellent condition, mainly due to the wet summer. The 'rusty old barn' has been demolished, which is a great improvement. Damaged dog bins have now been replaced.