

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 **23rd** day of **November 2015** at **7.30** p.m

Signed.....
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report
2. County Councillor's Report
3. District Councillors' Reports
4. PTLO report (attached)
5. **FPAAP response including land adjacent 101 Bucklesham Road.**
6. Parishioners questions

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 12th October 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) F&G P meeting report and approval
 - ii) Newsletter
 - iii) Defibrillator Awareness session
 - iv) EAONE update
 - v) Village green hedge/brambles
 - vi) Pathwatch
5. Administrative matters (**see correspondence**)
6. Acceptance of written Committee Reports (**see correspondence**)
 - a) Planning (attached)
 - i) FPAAP response to SCDC
 - b) Finance/Budget monitor/Project update (attached)
 - i) Invoices
 - ii) Project list
 - c) Environmental
 - d) Recreation Ground (attached)
 - i) Play equipment repair
7. SALC Report
8. Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 11th January 2016 in the R G Pavilion at 7.30 pm

CORRESPONDENCE

Police

150973 Suffolk police
150980 Suffolk Police

Suffolk Local Policing Information Evening 10th December
crime reports (**circ**)

CC Report

151002/32 P O'Brien

FW: Orwell Bridge/November report (**circ**)

PTLO

150969 Kelsale PC
151013 P Negus

Re: East Suffolk Lines Community Rail Partnership
November report (**circ**)

Matters arising

151017 D Jacobs

Village Green hedge

FPAAP

150995 B & A Smith
150996/98/99 J Durrant
150997/151027 J Bartle
151008 John Jay
151009 PJ Boudall
151031 D Tonge

FPAAP letter
FPAAP letters
FPAAP letters
Proposed Development
Comments re Allocation for Development in Kirton
Kirton Planning Boundary

Administration

150929 Taylor Wimpey
150958 CAS
150959 EDF Energy
151024 eastsuffolk
151001 CAS
151037 SCC
151038 SCC/P O'Brien

Closure of Falkenham Rd 2nd Nov for 4wks
New homes in Clare | 132.6m funding
Special Parish Update from Sizewell C Project
Sizewell C Monthly Update
Appointment of new interim CEO
Brook Lane closure
Shape the future of Suffolk Fire and Rescue Service

Planning

150947 SCDC
151010 G Walker
151016 D Jacobs
150954 IC/Counc
151026 SCDC
151029 Hastoe Housing
150949/55 I Cade/Counc
150966 eastsuffolk

FPAAP documents hard copy
RE: FPAAP. Suggested response
RE: FPAAP. Suggested response
RE: PARISH COUNCIL FPAAP - Kirton relevant
Launch of updated scheme of delegation - planning
FW: Housing and Planning Bill
TW street lighting
Non-designated heritage assets

Finance

150928/68 CAS/Zurich
150948 British Legion
150986 SALC
150988 Heelis & Lodge
151028 The Phone Co-op
151003 G Walker
151022 J Beer
151023 J Beer/G Walker
150967 HMRC
150979 Tesco/SL
150985 Headway

Final PC insurance quote £737.87/Confirmation of PC insurance
A/C for wreaths c£40
A/C for training P Lickert £120
Audit accounts 2014 & 2015 £198
Phone/Broadband invoice £21.08
Re: Parish council applying on behalf of Church Hall window replacement
5-a side payment
Defibrillator for Pavilion.
VAT refund £1173.48
Community Fund
Grant request

SALC

150931 SALC
150940/63 SALC
150964 SALC
151007 SALC
150939 SALC
151039 SALC

SALC AGM & ANNUAL REPORT
Latest LAISU2D/LAIS1383 Cities and Local Government
The case for the Right of Appeal in the Planning
FW: Final call to find locations for Short Stay Traveller
Suffolk's unsung heroes - Call out for nominations
Area meeting 7th December

Recreation Ground

150941 Charity Commission

Reminder to submit information

Other correspondence

150972	eastsuffolk	Budget Review Meeting - Monday 16 Nov
150974/75	Port of Felixstowe	FACILITIES PUT FELIXSTOWE AHEAD/Ministerial Round Table
150987	Felixstowe Port	Ship to Shore No 21
150981	SPS	FW: Suffolk View Autumn Edition 126 (circ)
150933	HMRC	Important Information for Employers
150993	IC to PD	FW: Minutes
150994	IC	RE: letters re. FPAAP
151025	SCC	Great Run Local off to a flier at Needham L
151027	J Durrant	FPAAP copy letter toSCDC
151030	Hutchinsons Port	Containerships confirms London Thamesport Short Sea Role
151032	I Cade/GW/DJ	Re: Church Hall windows
150925	S Harvey	October report
150926	S Comm Foundation	Surviving Winter Appeal
150927	livewellsuffolk	New Stepping Out in Suffolk Health Walks
150930	Broxap	Heavy Duty Tree Grilles and Tree Guards...
150934	EELGA	East of England LGA Customer Survey
150935	Rural Services Network	Rural Housing Spotlight
150936	G Walker	Agree insurance quote
150937	Taylor wimpey	Notice of closure of Falkemham Rd
150938/1036	Rural vulnerability serv	Rural Broadband - October/Nov 2015
150943/65/76/92/1021	Rural Services Network	Hinterland w/b 16/22/30 October/6/13 Nov
150950	Rural Services Network	Seminar - Tackling the Challenges of Ageing
150956	Rural Services Network	Fuel Poverty - October 2015
150982	Rural Services Network	Rural Opportunities Bulletin
151014	Rural Services Network	Rural Transport - November 2015
150942	HMRC	Reporting expenses and benefits this tax year
151019	HMRC	Successful Receipt of Online Submission
150944	eastsuffok	22nd October Network Meeting Volunteering
150945	SCC	Winter Gritting Workshops Oct 30th
150946	Felixstowe Port	Berth 9 Extension - 5 November 2015
150951	Broxap	Heavy Duty Cast Iron Litter Bins
150952	SCDC	Scheme of Delegation Invitation
150953	SCC	bus services 72, 163, 173 and 179
150957	White Hill Direct	Vandal Resistant Green Spaces Furniture
150970	Field compost	Discounted Play Bark for Parish C
150971	EELGA	e-bulletin
150977	LarsLaj UK	Limited offer for play equipment!
150978	S Comm Foundation	help us raise £100,000 this winter?
150983	CAS	CAS annual review New affordable homes
150984	SCC	Pigs Gone Wild
150989	Port of Felixstowe	Significant new mega-ship facility open
150991	Ipswich BC	Ipswich news and events
151004	LCAPAS	2015/2015 Brochure/Courses
151005	SCC	Get Suffolk Moving Fund open for appl
151006	Broxap	Lightweight and Economical Plastic Litter
151011	Hags-SMP	Tango seat offer
151015	Broxap	Heavy Duty, Low Maintenance Concrete Seats
151018	SCC	Top international Cyclo Cross action returns
151020	P Durrant	Agenda
151025	SCC	Great Run Local off to a flier at Needham L
151033	Kopan	NEW! Play solution from the world's #1
151034	GW/IC	RE: Church Hall windows
151035	P O'Brien	Report for 23rd Nov

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 12th October 2015 in Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 10 Parish Councillors, Mrs S B Harvey (DC), 1 Parishioner.

1. **Police Report**

Written police report with apologies (c150901) noted 2 crimes; a fly tipping incident and damage to a residential electrical gatebox. Minutes of the Community Panel meeting on 28th September (c150858/900) and a letter from T/Chief Constable addressing concerns about attendance at PC meetings (c150869) noted. Incidents of Hare Coursing were noted.

2. **Parishioners Questions**

In response to a question the Parish Council agreed to consider the production of a future newsletter.

3. **County Councillor's Report**

None received this month.

4. **District Councillor's Report**

Mrs Harvey (DC) gave updates on the brown bin charging and it seemed likely no charges will be implemented. She urged parishioners to submit their views on the Peninsular Housing proposals and outlined the improvements to planning delegated procedures which should make public access more efficient, and on the ongoing discussions with land owners for travellers' sites across Suffolk. Her Community Enabling Budget was promoted.

5. **PTLO Report**

Nothing to report.

The chairman closed POF at 8pm and opened Parish Council meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, Mr P Negus (PTLO), Mrs S B Harvey (DC), 1 Parishioner.

1. **APOLOGIES:**

A Covill (family illness), Mrs P M O'Brien (CC), Police

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 14th September 2015 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None declared.

ACTION

4. **STREET NAME FOR TW DEVELOPMENT**

Following consultation with Parish Councillors (c150845/65/67) Clerk would submit the agreed name "The Paddocks" to SCDC. **CLERK**

5. **DEFIBRILLATOR**

Monitoring of the equipment has been set up through Councillor Colvill and an awareness session has been arranged for the 9th November (c150840/46/47/52)

6. **EAONE ON-SHORE CABLING**

Councillor Paul reported on the archaeological progress which is near complete.

7. **NEIGHBOURHOOD PLAN**

Chairman attended a refreshment event when such plans were discussed. He noted it was a long process and agreed PC would not pursue for the moment.

8. **VILLAGE GREEN HEDGE**

Quotes had been sought from D Cope. Proposed M Paul, seconded J Shaw and carried that he should be instructed to cut hedge for £150 or with attention to brambles £200.

9. **CYCLISTS**

Nothing further to report and item should be omitted from future agenda.

10. **ADMINISTRATIVE MATTERS**

i) Waldringfield Bowls Club Letter seeking advice on land available in Kirton (c150853) for relocation considered, but PC not aware of any. **CLERK**

ii) Surviving Winter campaign Suffolk Community Foundation is seeking publicity for its initiative to encourage the foregoing of the winter fuel payment through newsletters (c150864); suggested letter is forwarded to Review. **CLERK**

iii) East Suffolk Partnership Forum Event on 27th November (c150868) will not be attended

iv) Health & Well being Conf Event on 20th October (c150898) will not be

attended.

11. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) DC15/3473 54 Falkenham Road, Kirton. IC
Proposed side infill & garage conversion
Application considered; neutral view expressed.

ii) DC15/3685 Land behind 16-22 Falkenham Road (TW). IC
Details required by condition 4; footpath access
Application considered; approved in principle

Councillor Cade to provide Clerk with response to SCDC

iii) FPAAP Discussions continue between M Edgerley (SCDC0 and Councillor Cade in clarifying draft FPAAP (c150833) and notice received of forthcoming public consultation (c150861) from 19th October to 30th November.

iv) Land behind 16-22 Falkenham Road (TW) Following distribution of Violet Green flyer to all households (c150856) exchange of correspondence noted between Councillors and TW (c150872).

v) Port liaison committee Minutes of September meeting received (c150876).

vi) Heritage Housing Letter in connection with redevelopment of 1 Burnt House Lane between S Harvey (DC) & Heritage Housing (c150883) on possible footpath noted.

b) **Environment**

i) Ground maintenance Services from Norse (c150848) noted for future reference.

ii) Coastline lite Circulated to councillors (c150877).

iii) Sales of trees Two offers of trees noted and circulated (c150897/904).

iv) Road repairs Noted pot holes temporary repairs in hand and Brook Lane to be closed to repair hole.

v) Path Watch Councillor Shaw to re-examine. JS

vi) Sea Wall footpath Councillor Paul reported footpath now open

c) **Recreation Ground**

i) Review of play equipment in hand.

12. **FINANCE & GENERAL PURPOSES COMMITTEE ANNUAL MEETING**

i) Clerk's salary Agreed Clerk's salary for 2016/7 should be increase by £82 to £4202 pa.

ii) Income & expenditure Clerk presented accounts to 30/9/2015 (attached)

iii) Cheques written since September meeting

SCDC	£150	Election expenses
SALC	£12	Briefing course
C A Shaw	£274.40	Clerk's salary
HMRC	£68.60	PAYE

iv) Income since last meeting:-

SCDC	£7,705.43	2 nd ½ year precept and grant
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v) Project List and Budget Monitor (attached) Proposed Parent & Toddler budget should be increase to £500 and the Woodlands Play Pal IT budget be deleted.

vi) Expenditure forecast for 2016/17

Clerk's salary/PAYE	4202
Subscriptions	600
Electricity	30
Insurances	1600
Miscellaneous (audit broadband etc)	800
Clerk Councillor expenses	450
Training	300
Grants 137 Comm projects	1300
Publicity	305
Environmental Services	1615
Reserves	
Community Projects	4000
RG Grant/Vat Refunds	4500
Total	£19702

vii) Annual Grants for 2015/6

Disability Advice Service	£100
Avenues Group	£200
CAB (Felix)	£200
Headway	£100
SARS	£200
Suffolk Age Concern	£100
Magpas	£200
Ipswich Hospital Sunrise app	£100
Ipswich Hospital Ward Sign	£100
St Elizabeth Hospice)	
St Eliz Hosp Kitchen Cloche)	£200
Homestart	£100
EA Air Ambulance	£200
Total	£1800

viii) Correspondence

a) PC insurance Renewal documents received from CAS/Zurich (c150871) C’K/GW Clerk had requested defibrillator be added to quotation; producing a quotation £654.16. In addition the new goal facility (£6000) needs to be added which is estimated will raise quotation to around £738. Agreed Clerk and Chairman can agree accept this when received.

b) Grants Request received from MAGPAS (c150896), confirmation of grant sums (c150871), acknowledgement from A Hayden for Defibrillator grant (c150919).

c) Banking Deposit and Community a/c statements to Oct. received (c150905).

ix) Invoices

Proposed D Jacobs , seconded J Shaw and carried that the invoices

SPS £25 (annual subscription (c150895))

CAS/Zurich c£738 (PC insurance (c150871))

SCDC £150 (Election fee)

are approved

x) Remembrance Sunday

Clerk will collect Wreaths from British Legion to pass to Councillor Last for presentation at Kirton and Councillor Shaw for presentation at Kirton.

xi) Christmas tree lighting

Agreed to hold on 4th December with a budget up to £100 for refreshments. C’K/GW/DJ Jean Walker to be asked to play the accordion for the carols, Councillor Jacobs to arrange lighting and sound, Mr Harvey to liaise with school and dedication.

xii) Audit Effectiveness Review

Clerk, Chairman, vice-Chairman and a Councillor to carry out before end of financial year.

13. **SALC REPORT**

Notices received on

Area meeting (c150828/34) on 21st September

AGM (c150870) on 12 November

Suffolk Coasts and Heaths report

14. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

FPAAP, Newsletter, Play equipment repair, EAONE.

16. **DATE OF NEXT MEETING**

Monday 23rd November 2015 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.32 pm

Signed.....
Chairman
Date.....

PLANNING COMMITTEE MEETING

Prior to the meeting at 7.10 pm the committee met to consider the applications

**DC15/3685 Land rear of 16-22 Falkenham Road, Kirton (TW)
Details of access footpath**

Decisions superseded by Parish Council Meeting.

Parish Council:

DC/15/3685/DRC

Taylor Wimpey Development - Condition 4, footpath

Majority decision for the clerk to respond to the planning officer with the following statement:

The Parish Council has always been of the belief that the Taylor Wimpey development is unsustainable without a footpath; this view is supported by SCC Highways. We therefore support the principle of the proposed footpath, but as far as we are aware, no discussions have taken place with the landowners.

The list of conditions from SCDC to TW, dated 24th March 2015, was circulated amongst the councillors. No issues were raised to forward to SCDC. Two councillors had extracted from the SCDC website the traffic plan for construction. Following discussion, the unanimous decision was for the clerk to write to the planning officer and the SCDC environmental health officer with the following statement:

Please note that we believe that the 7.5 tonnes weight limit between the A14 Trimley Roundabout and Innocence Lane will be breached by the construction management plan. Further we raise the issue that children walking along Falkenham Road to schools and bus pickup points will be at risk by the traffic. We advise that all construction traffic if banned from Falkenham Road between 7.30am to 9am and between 3pm to 5pm, during school day.

**DC/15/3473/FUL54 Falkenham Road, Kirton
Proposed side infill & garage infill**

Recommendation: Neutral, Other Observations: No objections.

Signed.....

Date.....

Chairman

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC15/3327	Land east of Nine Cockles Acre Construct 3 dwellings	Object OS envelope Linear develop	Granted
DC15/3409	Land behind 16-22 Falkenham Road (TW) Variation of a number of Conditions	Neutral	Granted
DC15/3473	54 Falkenham Road, Kirton Proposed side infill & garage conversion	Neutral	Granted
DC15/3685	Land behind 16-22 Falkenham Road (TW) Details required by condition 4; footpath access	Support in Principle	Granted

New applications

DC15/3901	Land behind 16-22 Falkenham Road (TW) Tree work T1 Willow, T2,T3,T4,T5,T6 oaks		
DC15/4107	Walk Farm, Stratton Hall Solar farm extension of licence to 30 years 6m		
DC/15/4187	Land behind 16-22 Falkenham Road (TW) Variation of noise assessment		

FINANCE

Cheques written since October meeting:-

SPS	£25	(Subscription)
C A Shaw	£39.40	(Clerk's expenses)
C A Shaw	£274.4	(Clerk's salary)
HMRC	£68.60	(PAYE)
CAS/Zurich	£737.87	(PC insurance)
Rec Ground	£2250	(½ yr grant)

PTLO REPORT

At the moment our 179 bus service to Ipswich runs three times a week (Monday Wednesday and Friday). The contract to run this service expires at the end of March 2016, and I have received a warning letter from Suffolk County Council about it's future. The letter states that due to *'pressure to make financial savings'* *'sections of the timetable with little or no patronage may have to be retimed, days of operation reduced or less used stops omitted.'*

This may be a 'use it or lose it' situation, so I would urge everyone to use the 179 as much as

possible. The bus times are convenient, leaving Kirton at 0950, and returning from Ipswich at 1240.

This does NOT affect the 173 service to Woodbridge and Felixstowe. Please contact me if you would like a timetable. P Negus Nov. 2015

RECREATION GROUND

Pavilion :

As usual, as technology advances, we will have to upgrade our CCTV system to HD format. This may have to wait until next year as finances are a bit tight until then.

Play-Area :

Still waiting for Steve at the Forge to patch up the overhead bars, and fix the non-shutting gate. The 'advert' placed in the August review regarding help with activities relevant to the play-area will be in the review again for December, which goes to every house in the villages. It is important to get this group set up as funding from the TW development is due shortly (£27,000 !!!!), and we need to formulate a plan of campaign for refurbishments/new equipment.

Ground :

Hedge along Back Road (inside and out of the ground), and the hedges bordering the Alley footpath, and the rear of Falkenham Road properties due to be cut in November.

The 5 a-side 'kickabout' area is now open for use, and proving very popular

The dog mess problem certainly has NOT improved and is proving a bit of a nightmare. I am struggling to see any way around this problem. Letting dogs run loose in the dark first thing in the morning and last thing in the evening probably accounts for many of the rogue messes on the ground.

The car park holes are due to be patched up in the next few weeks. J Beer Nov. 2015