

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 28th November 2016 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 9 Parish Councillors, Mr T Hatrick (PTLO), Mrs P O'Brien (CC),
1 Parishioner.

1. **Police Report**

No further update since September, which recorded an incident in Oakdene. The letter from the Chief Constable on the Suffolk Local Policing Review (c161123) had been circulated; there were no comments.

2. **Parishioners Questions**

A parishioner raised the issue of the provision of a footpath along Falkenham Road in the interests of safety. It was explained that this was a provision that had been under discussion for many years and had been revived in connection with the new TW development. The problem lay with insufficient land available. The Council will write to the County Councillor to determine whether a physical survey of this part of Falkenham Road can be undertaken and considered the matter at a future meeting.

3. **County Councillor's Report**

Mrs O'Brien's report (c161147) recorded that the Local Highways Budget would continue for another year and could report that improvements could be seen in children's schooling and safety initiatives. She gave an update on the future of devolution, if necessary Suffolk will go ahead on its own. Policing issues noted a request for an overview of Community Safety from the PCC.

4. **District Councillor's Report**

Mrs Harvey had sent a written report (c161088) and drew attention to the East Suffolk Performance Report, devolution, the merger of the Waveney and Suffolk Coastal DCs and the Local Plan Modifications; encouraging submission of views on both. Feedback from Mrs Harvey had established that SCDC no longer registered "Green Land" sites.

5. **PTLO Report**

Mr Hatrick had nothing to report currently.

The Chairman closed POF at 8.15pm and opened Parish Council meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, S W Livingstone (from 8.45pm), G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mr T Hatrick (PTLO), Mrs P M O'Brien (CC) and 1 Parishioner.

1. **APOLOGIES:** M Paul (school run), Mrs S Harvey (DC)

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 19th October 2016 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Nothing declared.

4. **MATTERS ARISING**

ACTION

i) Village Green/roadside verges Nothing further on Village Green. **GW/SCC**
Chairman will ask CC to raise verge cutting again with SCC Highways.

ii) Falkenham footpath sign Ongoing

iii) Falkenham Notice Board Ongoing through Councillor Shaw. **JS**

iv) Falkenham area footpaths Yet to be carried out by Councillors Jacobs, **DJ/FL/MP**
Last and Paul. Letter from P & S Austerfield (c161124) on missing/broken
signs in this area noted and Clerk will respond. **CLERK**

5. **FINANCE & GENERAL PURPOSES COMMITTEE**

i) Clerk's salary from 1st April 2017 The Council considered in this context

1) There is a minimum legal requirement to conform to pay the National Living Wage (NLW)

2) The Clerk has indicated that he would like to hand over Responsible Financial Officer (RFO) responsibilities when possible

3) Planning for the longer term it needed to consider that the Clerk will wish to hand over full responsibilities.

4) The expected position is that it should pay in line with nationally agreed Spine rates for government employees.

The Council agreed the following:

5) Undertake a review of pay rates and hours aligned to NLW and Spine

6) Seek a candidate to take on RFO role

7) Budget increase of 3% to Clerk's salary to ensure NLW conformance (note - this may need to be modified if it still falls short of NLW following the 'review of hours')

8) Overall salary budget increase to £5,500 as a starting point to align to Spine, and to enable engagement of an RFO (split of salary between Clerk & RFO to be decided following analysis of hours)

9) The council also thanked the Clerk for his continued diligent work over the past year.

**GW
GW & DJ**

ii) Parish Income and Payments Account The Clerk presented accounts to 28th November 2017 (attached).

Cheques written since October meeting:-

CAS/Zurich £923.93 PC Insurance

SPS	£30	Subscription
C A Shaw	£280	Clerk's salary
HMRC	£70	PAYE
G Walker	£65.50	Travel expenses
RG	£2250	½ yr grant
D Cope	£155	VG hedge cut.
C A Shaw	£280	Clerk's salary
HMRC	£70	PAYE
CAS	£60	onesuffolk registration
Income since last meeting:-		
Nil		

iii) Project List & Budget Monitor (attached) Updates (c161144) circulated

iv) Expenditure Forecast/Precept The following was proposed for adoption

	£
Clerk's salary/Precept	5500
Subscriptions	600
Electricity	80
Insurances	1800
Miscellaneous	800
Clerk/Councillor Exp	450
Training	200
Grants	1800
Publicity	200
Environment	800
Reserves	0
Community Projects	0
Vat payments	-100
GENERAL A/C	12130
RG grant	4500
TOTAL	16630

Precept letter had been received from SCD (c161148) suggesting precept should rise from £14995 to c£15072 to avoid any increase in tax charge. There will be no precept grant in the coming year. Agreed decision on Precept be postponed until January 2017 meeting. Also to determine the maximum the precept can be raised.

CLERK

v) Annual grants for 2016/7 The following proposed.

	£
DAS	100
Avenues group	100
CAB (felix)	200
SARS	100
AgeUK Suffok	50
MAGPAS	100
St Elizabeth Hospice	100
Homestart	100
EA Air Ambulance	100
EACH	100
Kirton Lunch Club	50
Alzheimer	200
TOTAL	£1300

vi) Invoices Agreed the following are approved.

Community Action Suffolk	£60	One Suffolk registration (c161048)
Royal British Legion	£100	Poppy Wreaths (c161085)
D Cope	£155	VG hedge cut (c161094)
Namesco	£13.99	Email renewal (c161128)
SC Norse	£494.40	VG grass cutting (c161157)

vii) Correspondence

a) Insurance Confirmation from CAS/Zurich (c161024) that PC insurance was renewed.

b) Broadband Invoice for October (c161109) for £39.01 and notice of increase in charges (c161133) noted.

c) Grants Requests from MAGPAS (161118) together with draw tickets noted; latter ignored. Request from Revitalise not considered locally appropriate.

6. **CHURCH LANE**

Agreed Clerk should write to Mr Kemp to request hedges along Church Lane be cut back in response to Councillor Cade's note (c161127) on the reduction of width of the lane. **CLERK**

7. **COMMUNITY EMERGENCY PLAN**

Councillor Lickert presented his updated proposals for Parish Emergency Plan (c161129) including household questionnaire. Proposed D Jacobs, seconded J Shaw and carried that proposal be accepted and that a post box circulation to households be undertaken; Councillor Livingstone undertook to print off within a budget of £30-£40. **SL**

8. **ADMINISTRATIVE MATTERS**

i) NHS health checks Initiative from healthysuffolk (c161061) to provide health checks for 40-74 age range circulated and posted on website.

ii) Eastern Angles Confirmed in response to question from KAFPA (c161130) that Council is still prepared to underwrite Eastern Angles production in the Parish.

9. **COMMITTEE REPORTS**

a) **Planning**

i) Planning applications

a) DC16/4364 Lazy Acre, Falkenham
Rear and Side extensions

Noted that documentation still not available on line or notices posted

CLERK

Observation to be made about possible conflict over rear access.

b) DC16/4709 (TPO) Swiss Farm, Falkenham
Fell mature decayed beech tree to rear of house
No comment.

CLERK

ii) Wellgate Cottage Councillor Shaw to forward to Clerk photos and other information to question, with enforcement, changes to porch construction

JS

iii) TW development Progress on Durilda Green footpath from Mrs Harvey (c161011) noted. Back Road repairs and gully have still to be undertaken (c161020); Mrs O Brien to chase up with SCC.

P'OB

iv) 1 Burnt House Lane Mrs Harvey's reports (c161016/54/140) suggesting progress being made on use of commuted sum, noted.

v) Call for sites Response from M Edgerley eastsuffolk (c161044) noted.

vi) EAONE/THREE Various correspondence among affected councils (c160963/70/81/102/105/132/138) noted and circulated, specifically to Councillors Paul and Jacobs, noted. Agreed Councillor Jacobs should attend any meetings arranged by Bawdsey PC, noting Councillor Paul's declaration of interest.

DJ

vi) Cartway Cottage Noted that Council not advised of referral meeting (c161023) or that meeting had not been held; application had been granted tho' with changes from flint to brick.

vii) Neighbourhood planning Latest LAIS 1394 (c161115) circulated and noted.

viii) District Councils merger Consultation (c161126) circulated for comment.

ix) Felixstowe Port Minutes of liaison committee meetings (c161042/43/112) circulated to delegates; information on crossing closures (c161017) circulated.

x) Sizewell Updated statement of Community Consultation (C161107/15) circulated.

c) Environment & Transport

i) Dog bins Request from parishioner for additional bin in Burnt House Lane (c161071/76) not supported as would require locating on private land. Clerk to respond.

CLERK

ii) Surviving Winter Appeal from CAS about Winter Fuel Payments (c161096) noted .

iii) Support during power cuts Information on power cut support (c161121) to be placed on web site.

GW

d) Recreation Ground (attached)

i) Fencing between ground and new development Various problems associated

with security of the fencing from the ground (c161064/66/74) resolved.

7. **SALC REPORT**

i) Area meeting Not attended. Agenda and reports (c161139/27/86) circulated.

ii) Annual meeting Not attended

iii) Lobbying allowances Survey about matching allowances across different levels of Councils (c161133) noted.

iv) Annual subscriptions Level of subscriptions for 2017/8 (c161154) noted for future reference.

8. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

VG verges, Lorries past school.

10. **DATE OF NEXT MEETING**

Monday 9th January 2017 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.15 pm.

Signed.....

Chairman

Date.....