

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 **6th** day of **January 2014** at **7.30** p.m

Signed.....

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 - Village shop, Meadowlands plot
5. PTLO Report

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 25th November 2013
3. Matters arising
 - i) Falkenham dog bin
 - ii) Christmas tree lighting (c130945)
 - iii) Tree maintenance
 - iv) Falkenham searchlight info.
 - v) Speedwatch/Back Lane junction/white lining
 - vi) Emergency planning
 - vii) Community Rail Partnership
4. Administrative matters (see correspondence)
 - i) Safeguarding
5. Acceptance of written Committee Reports
 - a) Planning (attached) (see correspondence)
 - b) Finance (attached) (see correspondence)
 - i) Precept
 - ii) Invoices
 - c) Environmental & Transport (see correspondence)
 - d) Recreation Ground (see correspondence)
6. SALC Report - AGM report
7. Other Correspondence (attached)
8. Matters for inclusion in future Agenda
9. Date of next meeting:- Monday 3rd February 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

Police

130960 Suffolk Police SNT Community Panel Meeting dates
130961/66 Suffolk Police/T Coe Meeting on 27th January/Response
130918 SCDC Change of Policing Commander Waveney & Suffolk Coastal

Matter arising

130945 D Jacobs Review of tree lighting

Administration

130899 SCC Fire service management plan consultation
130905 SCC Community Preparedness Working Group
130911 L Lanigan Response to Archer/J Shaw re Falkenham
130954 P O'Brien Care Aware information
130973 SCDC Notes on PC/TC liaison meeting 25 Nov
130972 SCDC Elite Ladies Cycling
130984 SCDC Stage 3 Ladies Tour
130986 SALC/SCC Warm Homes Healthy People Scheme
130991 SALC Buckingham Palace Garden Parties
130944 Parish Clerk Kit Change of address

Planning

130907 P Grimm SCC docs re meeting on 25th
130923/97 EAONE Further on Letter 17/S99 letter
130924 Planning inspectorate National Infrastructure Website Survey
130932 D Jacobs Reservoir west of Hams farmhouse
130940 D Jacobs Flagship issues?
130974 SCDC Neighbourhood Planning Event

Finance

130900 SCDC 2013/14 Precept letter
130992/6 SALC DCLG Local Government Finance Statement/Ditto(2)
130921 NALC Council Tax Benefit Support Grant
130942 Barclays Community/Business a/c statements Sep-Dec
130913/62 D Jacobs/Boundary Fencing Invoice for grit bins £148
130935 SCDC A/C for grass cutting £510
130969 Kirton PCC Community shop printing £56.70
130970 Kirton PCC Kirton information desk printing £34.74
130982 D Jacobs A/C for new parish computer £439.99
130910 Suffolk Comm Found News from the Grants Team - November
130933/36 SARS Report and appeal for grant/Update

Environment

130904 Broxat Grp Keep Your Parish Tidy
130928 SCDC Small grant for tree planting

SALC

130909 SALC East Suffolk Partnership report (circulated)
130922 SALC LAIS Up to Date
130943 SALC "The Local Councillor" issue 3 2013
130946 SALC Sizewell report for area meeting (circulated)
130956 SALC Suffolk Coastal area meeting follow up
130947 SALC E-bulletin 06 December 2013

Recreation Ground

130950 J Beer Alley footpath
130951 Charity Commission Reminder on annual return
130965 Charity Commission Annual Return 2013 - confirmation of receipt

Other Correspondence

130980	Suff Comm Foundation	News winter 2013
130957	e-on	Are you a micro-business
130987	SARS	Acknowledgement of grant
130990	Home start	Thank you letter
131000	CAB	Acknowledgement of grant
130920	Suffolk Police	CANCELLED Tasking Meeting 02.12.13
130955	navigusplannng	Changes taking effect in the new planning
130901/26/48/76	Rural Services Network	Digest w/b 25 Nov/2 Dec/9 Dec/16 Dec
130927	Rural Services Network	Dev & org State of play 2014
130919	Rural Services Network	Hinterland w/b 28 Nov/6 Dec/13 Dec
130931	Rural Services Network	Rural Opportunities Bulletin
130967	Rural Services Network	Rural Vulnerability Service - Fuel Poverty
130937	Rural Services Network	Spotlight on Rural Health
130952	Rural Services Network	RSN Seminar
130981	Rural Services Network	Rural Housing Spotlight
130983	Rural Vulnerability Serv	Transport (December 2013)
130903	Deben Estuary Partn	Parish newsletter dates for publishing
130906	SCDC	Henry Tapp leaving SCDC
130925	SCDC	Great Run - Local
130930	SCDC	Felixstowe Newsletter - December 2013 (circulated)
130908	P Grimm	Send to chairman who attended
130915	Trimley St Martin	Acknowledgement of P Grimm papers
130917	Martlesham PC	Thanks for meeting on 25th
130912	Inside Government	Delivering the welfare to work programme
130914/59	Comm Action Suffolk	Newletters
130988	CommAction Suffolk	Season's Greetings!
130902	SCC	Ipswich pupils get their bums on bikes
130929	SCC	Focus on role of sport etc in Suffolk
130963	SCC	New Fit Villages Contact
130964	SCC	Fit Villages December Round-Up
130971	SCC	Suffolk businesses step it up for Workplace Ch
130934	SCC	Weather updates
130938	SCC	Weather updates
130995	SCC	Record breaking year for Olympic legacy
130939	Glasdon	Winter is on its way!
130949	Broax street furniture	Parish Council Seating Solutions
130953	ELGA	East of England LGA e-bulletin
130968	Ipswich BC	Council News December
130977	Russell Play	Goodwood just got better!
130978	Canine County	Parish & Town Council Events
130979	HAGS SMP	Time to join us?
130985	HAGS SMP	Merry Christmas from HAGS SMP
130989	Glasdon	Merry Christmas from Glasdon
130993	S Coasts & Heaths	Christmas greetings
130994	Deben Radio	December 2013 Newsletter

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 25th November 2013 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 8 Parish Councillors, Mrs P O'Brien (CC), Mrs S B Harvey (DC), Mr G A Harding (DC), Mr R A Kerry (DC), Pc G Bown, Pc D Gledhill, 10 visiting PC chairmen/Clerks, 2 Parishioners.

1. **Police Report**

Pc, Gledhill and Bown had only one crime to report; a hare coursing incident in Falkenham. The participants had been caught and charged. Crime was less than expected for this time of the year. SID continues to be displayed through the village.

2. **Presentation on Emergency Planning for Orwell Bridge and A14**

Peter Grimm (Strategic Traffic Manager SCC), Andy Osman (Head of Emergency Planning SCC) and Nigel Allsopp (Emergency Planning Manager HA) attended to address emergency issues concerning the A14 and Orwell Bridge. Mr Osman explained that SCC worked with all other primary authorities to prepare for emergencies and assess the levels of risk, both High, Severe and Medium. The first could include aviation incidents, pandemic flu outbreak, flooding, the second accidents on A12/A14, and the third a collapse of the Orwell Bridge. Mr Allsopp considered a major incident on the bridge very low and emphasised that the bridge was in 2 halves so the contra-flow was possible. The Highway Agency seemed to prefer closure of the bridge for major occurrences, though the County favoured contra-flow. Questioned about the growth of traffic it was considered that the published alternative route would do little to reduce the 4 hour delay time experienced in diversions through Ipswich. Views were expressed to the speakers on the management of traffic through Ipswich during incidents and co-ordination of the various authorities, the need for readily accessible crossovers to aid contra-flow, and the time taken to clear problems. Mr Grimm, in response to questions about the Port, confirmed that they worked closely together, and in particular were concerned about the prospect of the A14 toll road. The Chairman thanked the speakers for their contribution and closed the presentation at 8.40 pm.

3. **Parishioners Questions**

A letter (c130858), from a parishioner had raised a complaint about the bus ceasing to stop at Park Lane and the need for these passengers to walk on to the Green; could the orientation of the bus shelter be changed? The PTLO had responded (c130859) that this had arisen because bus passes were not available before 9 am and a slight change to bus times might resolve the problem; this he was investigating.

4. **County Councillor's Report**

Mrs O'Brien's circulated report (c130837) recorded her contribution, as Deputy Portfolio Holder for Public Protection, at the launch of the Stop the Loan Sharks project, which focuses on prevention, awareness, advice and support. She added observation on the role of Police Commissioners, and Suffolk's commissioner seemed good

5. **District Councillors' Reports**

Mr Harding spoke about Leisure responsibilities in the District, and the forthcoming Community Enabling Budget which could provide grants up to £12,000. Mrs Harvey reported on the Kirton information mornings, and her attendance at a Solar Farm seminar. Meetings on the Community Shop project continue and a site is now in prospect.

6. **PTLO REPORT**

Nothing reported apart from bus stop matter above.

The Chairman closed POF at 9 pm and opened Parish Council meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs (Chair), F Last, G Walker, Ms EY Choi, Mesdames J L Shaw, Mrs S B Harvey (DC).

1. **APOLOGIES:**

M A Paul (school), C Cooper (work), J L Matthews (school), E A Colvill (unwell), Mr P Negus (PTLO).

ACTION

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 21st October 2013 having been previously circulated were taken as read, approved and signed.

3. **MATTERS ARISING**

i) Dog Bin The request from a parishioner for a dog bin in Falkenham in the vicinity of The Dog (c130815), having been researched by Councillor Shaw, was agreed, and Mrs Shaw would provide a map to locate the bin prior to an order to SCDC. **JS/CLERK**

ii) Christmas Tree lighting Chairman reported that the lights had been tested, and Alan Jones would provide amplification. Councillor Walker agreed to arrange refreshments and resolved that the collection should be divided between Children's Hospice and Salvation Army who would be accompanying the carols. Trimley St Martin School, would send a choir of children, and had kindly provided further copies of the carol sheets.

iii) Trees Ongoing; agreed 3 quotes should be sought after re-survey.

4. **F & GP REPORT**

i) Grants for 2012/13

Proposed E Choi, seconded J Shaw and carried, that the following recommendations of the Committee for grants are accepted.

Disability Advice Serv.	£100	RBL	£100 (incl wreaths cost)
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	<u>£100</u>
		TOTAL	£1200

ii) Budget for 2014/5

Proposed A Hutton, seconded G Walker and carried the follow be adopted.

	£
Clerk's Salary	4000
ADMINISTRATION	
Insurances	1600
Subscriptions (SALC etc)	600
Electricity	30
Misc (audit,b'band,meet'g exp)	700
Clerk/Councillor expenses	450
Training	200
Grants	1200
Publicity	500
Environmental Services	1115
Reserves	0
Less VAT refund	100
GENERAL ACCOUNT PRECEPT	<u>10495</u>
RECREATION GROUND GRANT	4500
TOTAL BUDGET (PRECEPT)	<u>£14995</u>

iii) Invoices Proposed E Choi, seconded j Shaw and carried the invoices from Boundary Fencing £423 (VG hedge/bench/grit bin maintenance c130809), RBL £100 (Grant for wreaths c130810) are approved, and quote from Boundary Fencing of £124 to undertake maintenance of grit bins (c130874) is accepted; D Cope to be asked to include, as extra, creosoting of bins.

CLERK

5. **ADMINISTRATIVE MATTERS**

i) War Memorial Trust Agreed the Clerk should register (c130825) the memorials at Kirton and Falkenham.

ii) WWII Searchlights Enquiry from Mr Archer about location of searchlights

in Kirton during the war (c130840) passed to L Lanigan for response (c130843).
Councillor Shaw said there were installations in Falkenham and will provide **JS/CLERK**
Clerk with information to forward to Mr Archer.

iii) Orbit Advice Service Mrs O'Brien had provided information (c130875) on **CLERK**
the services of Orbit. Clerk to put up posters and give copy to Mrs Harvey.

6. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) Back Road junction Mr Kemp had responded on behalf of Tr St Martin
School (c130826) that it has no observation to make on the matter.

ii) 1 Burnt House Lane Flagship had acknowledged Parish Council's views
on its proposals (c130839/45).

b) **Environment & Transport**

i) Tree safety Services offered by SCDC Services (c130863) noted.

d) **Recreation Ground**

i) Dog and litter bins Observations from users on the state of the bins (c130821)
passed to J Beer for action.

ii) Play area inspection volunteers Enquiry fro Martlesham PC (c130846) on
training of volunteers to inspect equipment, passed to J Beer who is investi-
gating (c130853). Clerk had passed to J Beer advice note on inspections
received through Sacre on renewal of insurance in 2010.

7. **SALC REPORT**

i) LAIS LAIS1359 Sustainable Communities Act, LAIS1360 Standing
Orders, LAISU2D131107 and LAIS1361 Precepts circulated to Councillors.

ii) Area Meeting Councillors Jacobs and Hutton attended.

8. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted

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

Ongoing Matters arising
Speedwatch, Village shop, Grit bins, Trees, Safeguarding, Back road junction,
Meadowlands plot, Emergency planning, Community Rail partnership, white lining,
SALC AGM.

10. **DATE OF NEXT MEETING**

Monday 6th January 2014 in Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at pm.

Signed.....
Chairman

Date.....

PLANNING COMMITTEE

Prior to the Parish Council meeting at 7 pm the Planning Committee met to consider the applications

**DC13/3258
PART LAND, WHITE HORSE PH, KIRTON
Erection of 2 Storey dwelling and garage
Revision to application C11/2711**

The committee had no further comments to make on the application.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC/13/2385	Rosedale, 11 Trimley Road, Kirton Erection of 2 storey side extension to cottage and associated alterations.	Support	Granted
DC13/2593	26 Bucklesham Road, Kirton Clear part of hedge and install drop curb for parking	No Response	Granted
DC13/3258	Part Land, White Horse PH, Kirton Erection of 2 Storey dwelling and garage Revision to application C11/2711	Support	

New applications

DC13/3342	19 Weir Place, Kirton Proposed single storey side & front extension	Support	
DC13/3485	Blue Barn Cottage, Kirton T1 Oak. Crown lift to 5 m over highway & 2.8 m over footpath	No comment	

FINANCE

Cheques written since last meeting:- C A Shaw £232.80 (clerks salary), HMRC £58.20 (paye), RBL £100 (wreaths and grant), Kirton Lunch Club £100 (grant), Boundary Fencing £148 (grit bins), C A Shaw £232.80 (clerks salary), HMRC £58.20 (paye), D Jacobs (VG light fittings), D Jacobs £59.99 (hard drive), SARS; Homestart; CAB (Felix), Victim Support: £100 each, Salvation Army £58 (tree collection), EACH £58 (tree collection)

Financial Monitor - TO FOLLOW

ENVIRONMENT

Nothing to report

RECREATION GROUND

Pavilion: Good news and bad news on the 500 ltr accumulator water tank in the plant room. In November, the 2nd tank started leaking at the bottom and flooded out the plant room so now we had no spare tanks (although the basic functions can still be carried out using the mains water supply). At least that inspired the plumber to come along a few days later and sort the problem out. It turned out that both tanks had sprung a leak from the copper pipe joint at the bottom of the tank. So all it needed was a repair to the pipe connection. This was duly done and one of the tanks was reconnected. It was decided that the other would be used as a 'spare' for future use when necessary as the system copes fine with just one tank.

The gales in early December dislodged a roof tile near the top of the ridge – it was put back in place by a volunteer!! We need to get rid of 20 of the 'canteen' chairs as we now have the new

'comfy' ones and are struggling for storage space. Kirton PCC will be contacted to see if they are interested in taking some.

Play-Area: Still no movement by Jacobs at the Forge regarding fixing some problems. Assume we will have to wait until the spring (at least) before we get any action.

New Equipment: No problems.

Ground: Hedge cutting job completed early December. It was 3 years since it was last done. I have contacted Colin regarding cutting the inside of the Alley footpath.