

# Kirton & Falkenham Parish Council

## 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 18th day of March 2024 at 7.30 pm**

Signed G J Walker.  
Clerk

To: **All Councillors**

### A G E N D A

- 1 Apologies
- 2 Minutes of meeting held on 19<sup>th</sup> February 2024
- 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 PUBLIC OPEN FORUM

- 1 Police Report
- 2 Parishioners questions
- 3 County/District Councillor Reports
- 4 PTLO report

- 5 Matters arising
  - i) Falkenham, casual vacancy
  - ii) Parish Communication update
  - iii) Joint Parish Group/NSIPs update
  - iv) Flooding (AP1/02.24 SCC)
  - v) EA3
  - vi) NE Felixstowe Garden
  - vii) APM Guest Speaker (AP2/02.24 IC/MP)
  - viii) Substation on RG (AP7/02.24 CLERK)

Discharged/pending actions: AP3/02.24 PL; AP4/02.24 CLERK; AP5/02.24 CLERK; AP6/02.24 CLERK; AP8/02.24 CLERK

- 6 Administrative matters
  - i) Review of effectiveness of audit and control
  - ii) History recorder (AC)
  - iii) Gov.uk domain
  - iv) Devolution
- 7 Finance
  - i) Financial and monitoring reports (on website)
  - ii) Invoices authorised
    - Kirton Church PCC - £900
    - Clerk shredding - £264
    - RG VAT reclaim - £2,325.63
    - VG hedge cut - £170
    - C Shaw Clerk expenses - £156.74
    - G Walker salary - £577.93
  - iii) Grants (countersign cheque stub correction)

## Kirton & Falkenham Parish Council

- 8 Planning
  - i) DC/24/0449/FUL Foxburrow Farm Waldringfield Road Brightwell
  - ii) ENF/22/0070/COND Swiss Farm
  - iii) DC/23/1984/FUL, 16 Park Lane, Kirton
  - iv) DC/24/0774/FUL, 92 Bucklesham Rd, Kirton
- 9 Environmental
  - i) Automatic traffic counters (Kirton/Trimley Rd)
- 10 Recreation Ground
- 11 SALC Report
- 12 Other Correspondence
  - i) Minutes of Dec 23 meeting (follow up)
- 13 Matters for inclusion in future Agenda
- 14 Date of next meetings:-

Annual Parish Meeting: Monday 15<sup>th</sup> April 2024 at 7.30 pm.

Annual Parish Council Meeting: Monday 13<sup>th</sup> May 2024 at 7.30pm

# Kirton & Falkenham Parish Council

## *Circulated Correspondence*

General	FW: Action on waste, current National Landscape grants, and consultations on home standards, e-bikes and fa...		Mar 12
[Item 5 v)]	North Felixstowe Councillor Briefing - North Felixstowe Garden Neighbourhood briefing attached > Begin for...		2:00 PM
General	All the latest from your National Landscape - Community funding opportunity included below for amenity & ac...		Mar 11
[Item 9 i)]	Action General Kirton/Trimley St Martin ATCs - I find it rather curious that Highways do not even enquire why...		2:26 PM
[Item 8 i)]	Action Planning DC/24/0449/FUL Part Land At Foxburrow Farm Waldringfield Road Brightwell Change of use...		Mar 10
[Gmail]/All Mail/ADMIN	[imap]/Sent PARISH COUNCIL Fwd: Fwd: NALC recommendations for .gov.uk domain names - Plea...		Mar 10
[Item 6 iii)]	Action Clerk Thanks for attending our introduction to .gov.uk - To Councillors, I attended the gov.uk domai...		Mar 8
[Item 8 iv)]	Planning Public Access Notification - DC/24/0774/FUL - FYI > Begin forwarded message: > > From: > Subject:...		Mar 8
[Item 4.4)]	General Suffolkonboard bus timetable updates - FYI Begin forwarded message: From: Suffolkonboard <pass...		Mar 7
[Item 8 iii)]	Planning Planning Appeal Consultation - AP/24/0007/REFUSE - FYI > Begin forwarded message: > > From: > ...		Mar 6
General	New digital serviceto support domestic abuse victims - FYI Begin forwarded message: From: "Police Connect" ...		Mar 6
[Item 6i)]	Action Financial Review of effectiveness of internal audit and systems of internal control - All, One of the req...		Mar 5
Planning	Sizewell C Parish Update - February 2024 - FYI Begin forwarded message: From: Sizewell C <info@sizewell.c...		Mar 5
General	 NALC EVENTS - Note invitation to Reconnecting communities through community transport event Please a...		Mar 5
[Item 5 viii)]	Planning Sub Station on the rec - All, I wrote the following in reply so I believe we're covered. Cheers, Graha...		Mar 4
[Item 8 ii)]	Planning ENF/22/0070/COND - FYI > Begin forwarded message: > > From: Dominic Starkey > Subject: ENF/22/...		Mar 1
General	Community Partnership Meeting Reminder Felixstowe March 2024 - corrected date of next meeting - Begin for...		Feb 28
[Item 4.2)]	General Parish report - February 2024 Orwell & Villages - FYI > Begin forwarded message: > > From: Lee Ree...		Feb 28
[Item 12 i)]	General Response to letter of 11th Feb - Please find below a response from Kirton White Horse (with attache...		Feb 28
General	Community Partnership Meeting Reminder Felixstowe March 2024 - Begin forwarded message:		Feb 28
General	The Local Councillor Magazine from SALC - February 2024 - Begin forwarded message:		Feb 26
Action	General NEWS BULLETIN - 26th February 2024 - FYI below Given the ongoing comms re gov.uk domains I have ...		Feb 26
General	DEP Newsletter - Spring 2024 - FYI Sent from my iPad Begin forwarded message: From: Thomas Yeung <chair...		Feb 23
General	Championing Coastal Communities -10th March 2024 - Ground Truths - Sent from my iPad Begin forwarded m...		Feb 22
General	Draft response to WH letter - Dear All I am so sorry not to have been able to attend Monday. I was struggling wi...		Feb 21
Action	General Suffolk County Council's Local Transport Plan Consultation - I'd recommend each of us completing this...		Feb 21
General	Flooding Falkenham Road - Just an update following today's rain - the rather large puddle is back. This I believ...		Feb 21
[Item 9 i)]	Action General Automatic Traffic Counters - From https://www.suffolk.gov.uk/roads-and-transport/traffic-m...		Feb 21
General	 NALC NEWSLETTER - Info below re webinar on Martyn's law Regards, Graham Sent from my iPad Begin for...		Feb 21
General	NEWS BULLETIN - 19th February 2024 - Link to Suffolk devolution pre consultation events FYI Sent from my iPa...		Feb 19
Circulated Co.../.../Feb mtg	General Road Flooding - Graham I checked this matter with the farmer who farms the land op...		Feb 12
General	PARIS COUNCIL Fwd: NEWS BULLETIN - 8th January 2024 - CORRESPONDENCE 240016 For future reference. ...		Jan 8

# Kirton & Falkenham Parish Council

## Minutes of the Meeting of the Parish Council held in the Recreation Ground Pavilion on Monday 19<sup>th</sup> February 2024 at 7.30pm

**Present:** Cllrs M Paul, J Cade, D Ward, J Fothergill, P Lickert, D Jacobs, J Durrant, J Shaw; G Walker (Clerk); District Cllrs L Reeves, M Ninnmey; County Cllr P Mulcahy; One member of the public.

Item No.	Comments	Action
1.	<b>Apologies</b> Cllrs A Colville, L Bullard; T Hatrick (PTLO)	
2.	<b>Minutes of last meeting</b> The minutes of the meeting held on 8 <sup>th</sup> January having been previously circulated were taken as read, approved and signed.	
3.	<b>Declaration of interests</b> None.	
4.	<p><b>Public Open Forum</b></p> <p><i>Police report:</i> None received</p> <p><i>Parishioners questions:</i> None</p> <p><i>County Councillor's report:</i> Written report previously distributed. Responding to concerns over flooding on Falkenham Rd, Mrs Mulcahy highlighted the significantly higher level of rainfall across the county and that their priority was prevention of flooding to properties adjacent to highways, and of course the whole issue was subject to the constraints of tightened budgets. She did agree to engage on the specific issue of the flooding related to Paddock Close. <b><i>In particular the request from the PC is to be informed of what the cause of the problem is and what's being done about it.</i></b> Also discussed was the issue of broken speed limit signs, many of which are no longer deemed essential for replacement, but which remain, in effect, SCC litter left by the roadside.</p> <p><i>District Councillor's report:</i> Written report previously distributed. Messrs Reeves and Ninnmey (DC) outlined the revised planning process, which effectively offers greater and earlier involvement from the PC in the approval process. From 2026 (statutory requirement) residents will have additional waste bins for: Food waste; Glass; Tetrapacks. The North Felixstowe Garden Neighbourhood plan was discussed, in particular the concern that there needs to be a holistic approach (including road infrastructure, education and health). The expectation is for the planning application to be submitted in the Autumn.</p>	<p>AP1/02.24 SCC</p>

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<b>5.</b>	<p><b>Matters arising</b></p> <p><i>i) Falkenham, casual vacancy.</i> Ongoing</p> <p><i>ii) Parish Communication update.</i> The PC discussed ways of better communicating what the PC do, via the Review, with further articles proposed</p> <p><i>iii) Joint Parish Group/NSIPs update.</i> Ongoing</p> <p><i>iv) Flooding.</i> Previously discussed in Public Open Forum</p> <p><i>v) EAONE/3.</i> Cllr Paul reported that Scottish Power are planning the delivery of EA3 windfarm backhaul, which will utilise the pre-layed ducts but because the cables will carry DC current (more efficient than AC), the cabling and infrastructure will be significantly greater, with consequential impact on local farmers</p> <p><i>vi) ESC Strategic plan:</i> Cllr Reeves (DC) reported this was currently under development.</p> <p><i>vii) NE Felixstowe Garden.</i> Previously discussed in Public Open Forum</p>	
<b>6.</b>	<p><b>Administrative matters</b></p> <p><i>i) Annual Parish Meeting (Guest speaker, Refreshments).</i> The Suffolk Archaeological Society to be approached, second choice Scottish Power. Both in reference to EAOne/3. Cllr Lickert to organise refreshments (the PC approved a budget limit of £100)</p> <p><i>ii) Buckingham Palace invitation.</i> As no-one was considered appropriate against the criteria offered the PC decided not to respond.</p> <p><i>iii) VG Parking arrangements.</i> The PC agreed to delegate future decisions related to parking requests to the Clerk and Cllr Lickert.</p> <p><i>iv) NALC briefing: Martyn's Law Consultation; Employment Contracts.</i> Martyn's Law (anti-terrorist consultation) details have been forwarded to the relevant parties: Rec Ground Committee and Church PCC. Clerk's contract has been written according to the new guidelines.</p> <p><i>v) Proposed payphone removal.</i> The payphone on the VG is to be withdrawn by BT. The PC agreed to retain the box for possible community purposes (TBD). Proposed by Cllr Jacobs, seconded by Cllr Lickert, carried unanimously.</p>	<p><b>AP2/02.24 IC/MP AP3/02.24 PL</b></p> <p><b>AP4/02.24 CLERK</b></p>

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<b>7.</b>	<p><b>Finance</b></p> <p><i>i) Financial and monitoring reports (posted on website).</i>  Items of note: HMRC have paid the Rec Ground VAT refund, however the PC refund is outstanding and being chased up by the Clerk.  <i>Authorised payments:</i>  Paul’s Tree services (Alley Rd work) £1,720.00  East Suffolk Services (VG grass cutting) £148.57  SALC (training) £20.40  D Jacobs (expenses) £36.90  C Shaw (salary) £496.35  G Walker (salary) £104.40  Salvation army (Christmas collection) £150.00</p> <p><i>ii) Invoices/one-off payments due (noted)</i>  Kirton Church PCC - £900 (previously approved)  Clerk shredding - £264 (previously approved)  RG VAT reclaim - £2,325.63 (in addition to PC claim £826.80)  VG hedge cut - £170  C Shaw Clerk expenses - £156.74  The PC also approved the purchase of replacement of one set of defibrillator pads at a cost of £64.99+VAT</p> <p><i>iii) Grants (cheque signing &amp; countersign cheque correction).</i>  Completed</p>	
<b>8.</b>	<p><b>Planning</b></p> <p><i>i) Planning Forum 17th/24th January 2024.</i> This was attended by Cllr Fothergill. He previously circulated his report to the PC, in addition slide material was circulated from the event.</p> <p><i>ii) Planning application DC24/0081 1 Red House Cottages, Falkenham, Rear extension (expired 6<sup>th</sup> Feb).</i> Noted and supported (time expired for comment).</p> <p><i>iii) DC/22/1816/VLA Land rear 16-22 Falkenham Road, Kirton – confirmation of footpath provision.</i> The PC confirmed that this has been satisfactorily provided</p>	<b>AP5/02.24 CLERK</b>

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<b>9.</b>	<p><b>Environmental</b></p> <p><i>i) VG cutting instruction.</i> In light of the general interest in re-wilding the PC considered a number of options pertaining to the practicality and overall appearance of the Green. In conclusion the PC agreed to maintain the current arrangements, including a delay the first cut to the end of May in order to allow the buttercups to bloom.</p> <p><i>ii) Road flooding, Falkenham.</i> Received correspondence relating to road flooding at the The Manse, Falkenham. Noting prior discussion relating to flooding in general, and that correspondent has been advised to report to Suffolk Highways.</p>	<b>AP6/02.24 CLERK</b>
<b>10.</b>	<p><b>Recreation Ground</b></p> <p><i>i) Proposal for substation.</i> Correspondence received from UK Power Networks requesting provision of a small site for an electricity substation to improve supply resilience to the village on the Rec Ground (corner adjacent B&amp;M and Back Road). Cllr Jacobs also reported on a meeting to discuss the proposal (including John Beer – RG Committee). The PC agreed to support the proposal (Proposed by Cllr Jacobs, seconded by Cllr Lickert – all in favour bar Cllr Cade)</p>	<b>AP7/02.24 CLERK</b>
<b>11.</b>	<p><b>SALC Report</b></p> <p><i>i) East Suffolk Area Forum - 20th March 2024.</i> Cllr Lickert will attend</p> <p><i>ii) SALC member survey.</i> Cllr Lickert to respond on behalf on the Council</p>	
<b>12.</b>	<p><b>Other Correspondence</b></p> <p><i>i) Minutes of Dec 23 meeting.</i> Correspondence has been received on behalf of the White Horse pub relating to the nature of the December 23 meeting. The Council reviewed the correspondence and arrived at the following conclusion:</p> <p>In relation to minutes of December 11<sup>th</sup> 2023, since no representation was made by any of those present it would be incorrect to have assumed their views, either way, on the matter. Accordingly the following text was approved:</p> <p>"Clarification to minutes recorded from the December 23 meeting: <u>Item 7. Noise</u> A body of parishioners present at the meeting were interested in the discussions about the level of noise emanating from the White Horse PH on occasion"</p> <p>In relation to other points made in the letter, these were considered to be factually incorrect.</p> <p>These details will be communicated to the correspondent</p> <p>The PC also wished it be noted that concerns over noise pollution should be directed to East Suffolk Council</p>	<b>AP8/02.24 CLERK</b>

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<b>13.</b>	<p><b>Matters for inclusion in future Agenda</b>                  Falkenham, casual vacancy; Parish Communication; Joint Parish Group/NSIPs update; Flooding; EA3; NE Felixstowe Garden; Guest speaker Annual Parish Meeting</p>	
<b>14.</b>	<p><b>Date of next meeting</b>                  Monday 18<sup>th</sup> March 2024 at 7.30 pm.</p>	
	<p>There being no further business the meeting closed at 9.55pm.</p> <p>Signed.....</p> <p>Chairman</p> <p>Date.....</p>	