

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:
RECREATION GROUND PAVILION

on **Monday** the **9th** day of **July 2018** at **7.30 pm**

C A Shaw

Signed.....
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report (see correspondence)
2. Parishioners questions
3. County Councillor's/ District Councillor's Reports
4. PTLO/Tree Warden reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 11th June 2018
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) Highway issues (**see correspondence**)
 - ii) Falkenham Notice boards
 - iii) Kirton Road yellow lines
 - iv) SID
 - v) EAONE/THREE
 - vi) GDPR
 - vii) Grit bins
5. Administrative matters
 - i) WW1 Beacon lighting
 - ii) correspondence
6. Finance
 - i) Financial reports (Payments / Accounts / Bank reconciliation)
 - ii) Revised pay scales (**c180721**)
 - iii) External audit report
 - iv) Correspondence
7. Planning (attached)
 - i) Suffolk Local Plan consultation (**c180701**)
 - ii) Planning referrals (**c180686/180704/180728**)
 - iii) Correspondence
8. Environment (**see correspondence**)
9. Recreation Ground
10. SALC (**see correspondence**)
11. Other Correspondence (attached)
12. Matters for inclusion in future Agenda
13. Date of next meeting:- Monday 3rd September 2018 in the R G Pavilion at 7.30pm.

CORRESPONDENCE

Police

180695/711 Police Connect Community Engagement Officers begin work **(circ)**
180724 esatsuffolk ASB min - Tuesday 26th June 2018 **(circ)**
180711 Suffolk Police Suffolk Constabulary Funded PCSOs **(circ)**
180729 Police Connect Volunteers sought for new police scheme
180710 Police Connect Almost a ¼ of burglaries due to insecurities **(circ)**

Matters arising

180676/88 P O'Brien RE: Highways problems/FW: Highways problems. dj
180706 P O'Brien FW: Major review of highways maintenance i **(circ)**
180697 R Pegg Hedge Trimming adjacent to Trimley St Martin Sch pob/dj/gw
180740 SALC GDPR **(circ)**

Administration

180684 CAS Have you had your say?| Great East Swim

Finance

180721 D Lines/G Walker New pay scales
180668 The Phone Co-op Your invoice from The Phone Co-op £38.11

Planning

180701 SCDC INVITATIONS re: forthcoming public consultation **(circ)**
180738 Boundary Commission Have your say on draft recommendation on council ward boundaries. **(circ)**
180686 SCDC Grange Farm application referral ic/gw
180704 I Cade to SCDC FAO Mr. Ridley & Cllr MCCallum: DC/18/1780 gw
180734 I Cade to S Harvey RE: Grange Farm referral **(circ)**
180728 S Harvey Referral of application DC/18/2004
180722 Scottish Power The East Angle Newsletter

Environmental

180669 natural england Marine Conservation Zones Tranche 3 Consult
180671 S Harvey/SCDC Removal of TPO tree councc
180693 Julie Gardener Sign on green dj
180715 eastsuffolk Greenprint Forum Newsletter
180723 SCC Monthly Update from AONBs

SALC

180681 SALC Suffolk Coastal Area Meeting actions **(circ)**
180714 SALC FW: Community Energy and Neighbourhood Plan **(circ)**
180685 SALC SALC E-bulletin 15 June 2018 **(circ)**
180717 NALC NALC Newsletter

OTHER CORRESPONDENCE

180694	Police Connect	Stowmarket – Wanted man found
180675	D Lines	Minute references
180725	D Lines	Payments
180726	D Lines	VAT reclaim
180719	D Lines to CAS	KFPC Outstanding payment?
180678	D Lines	FW: KFPC AGAR Documents
180680	D Lines	RE: FW: KFPC AGAR Documents + VAT
180689	D Lines	RE: FW: KFPC AGAR Documents - Re VAT
180702	G Walker	INVITATIONS re: forthcoming public consultation ic/dj
180674	SCC	Howlett Way, TRimley St Martin
180677	A Colvill	Dog fouling document
180692	NALC	Star Councils Awards
180670	eastsuffolk	REMINDER: LGBCE briefing sessions
180703	eastsuffolk	Suffolk Coastal Disability Forum coun
180708	EDF	Sizewell C Project Update - June 2018
180679	SALC	Renewable Energy and Neighbourhood Planning
180733	S Harvey	Report for 9th July
180707	Highways Agency	Weekly Traffic Bulletin - 25 June coun
180682	Highways Agency	Weekly Traffic Bulletin – 18 June 2018 coun
180727	Highways Agency	Weekly Traffic Bulletin - 2 July 2018
180720	HMRC	Successful Receipt of Online Submission
180700	NALC	Newsletter
180699	Therese Coffey	Annual Parish Council Report coun

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 11th June 2018 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 9 Parish Councillors, Mr D Lines (RFO), Mr T Hatrick (PTLO), Mrs P O'Brien (CC), Mrs S B Harvey (DC),

1. **Police Report**

The minutes of the last Police Tasking meeting had been received (c180613) and particularly noted were the comments on 101 contact difficulties and of Councillor Harvey on local drug issues; the next meeting is on 26th June. One incident in Durilda Green had been recorded.

2. **Parishioners Questions**

Nothing raised

3. **County Councillor's Report**

Mrs O'Brien noted the election of Councillor Hicks as the new leader of SCC and his enhanced responsibilities. She confirmed the Council's focus on major infrastructure such as a northern relief road, A12 village bypasses, the upper Orwell Crossing. Updates on school meal provision and changes to the benefit system were given. She undertook to raise with Highways a number of concerns by the PC on a variety of highway problems.

4. **District Councillor's Report**

Mrs Harvey's report confirmed the establishment of the joint SC/Waveney DC from 1st April 2019. She reported on the Green Waste Scheme, now a 46% uptake, the reopening of the Deben Leisure Centre, the "Spare Room" initiative and the Felixstowe Photo competition. She was to speak to the tree officer of SCDC regarding the pruning of trees at the Maltings. The redevelopment of 1 Burnt House Lane had been passed to another association, the associated moneys was being used though elsewhere in the area.

5. **PTLO Report**

Mr Hatrick had nothing to report.

6. **Tree Warden Report**

In his absence Mr Brunt had reported on the needs to pollard Acer tree on VG which is showing signs of reversion.

PARISH COUNCIL

PRESENT: Messrs A P Hutton, D Jacobs, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mr D Lines (RFO), Mr T Hatrick (PTLO), Mrs P M O'Brien (CC), Mrs S B Harvey (DC).

1. **APOLOGIES**

F H Last, Mr R Brunt (tree warden), I Cade,

2. **MINUTES OF LAST MEETING**

The minutes of the Annual Parish Council Meeting held on 14th May 2018 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Nothing declared.

4. **MATTERS ARISING**

ACTION

i) Falkenham Notice Boards On-going

JS

ii) School yellow lines In abeyance pending renewal of lines

SCC

iii) Speed Indicator Signs Chairman and Councillor Jacobs to confirm location sites.

GW/DJ

iv) Dog fouling Agreed an article prepare by Councillor Colvill **on this should** be published in the Review. She had discussed future relationships with the RG and closer contact can be expected.

AC

v) Back Road give way sign Sign had now been removed and this one issue to be referred to County Councillor.

SCC

vi) EAONE Councillor Paul gave an update; horizontal drilling was complete, ducting progressing and nearing completion for ONE & THREE from river to Kirton, July 2nd start on works affecting Park Lane.

5. **ADMINISTRATIVE MATTERS**

i) Meeting dates Those for 2018/19 agreed as

2018		2019	
July	9 th	January	7 th
September	3 rd	February	11 th
October	29 th	March	11 th
November	26 th	April	8 th AM
		May	13 th APCM
		June	10 th

ii) GDPR SALC training session for Councillors (c180577) on 10th July noted. **COUNC** Briefing papers from Clerks session at SCDC (c180591) and latest e-Bulletin (c180559) received and circulated.

iii) Emergency Plan Final plan presented by Councillor Lickert and accepted by the Council;

iv) East Suffolk Council Briefing sessions for Councils on 21st & 22nd June (c180614) noted.

v) Post 16 Travel Policy SCC proposals (c180564) noted.

vi FACTS Invitation to AGM on 2nd July (c180579) noted.

vii) Merchant Navy Day No action proposed for recognition of 3rd September

6. FINANCE

i) Internal Audit Report and AGAR Internal Audit Report Both reviewed and approved

ii) (a) Approval of Annual Governance Statement. Having reviewed the effectiveness of Internal Control at its meeting of May 14th (Item 3) and the Internal Audit report (previous item), the Annual Governance Statement was approved by all and signed by the Chairman and the Clerk

ii) (b) Approval of Accounting Statements The Annual Accounts report, signed by the RFO, was considered by members, approved by all and signed by the Chairman.

iii) (c) Bank Reconciliation, as at June 10th 2018, Reviewed by Cllr Lickert. This, with the YTD Payments list and the 2018/19 R&P Summary (previously circulated) was proposed for approval by Cllr Lickert and AGREED by all.

iv) Council Insurance Confirmed by CAS (c18056/67) that trampoline added to Schedule

v) RG pavilion Insurance Renewal in the sum of £355.28 for 6 months (c180612/24) confirmed by CAS. PI certificate provided (180628).

vi) CAS membership Renewal confirmed (c180568).

vii) Barclays Bank Advised of new cash payment procedure (c80623) from July and changes to statement periods (c180660).

7. PLANNING

i) The following application was considered

DC/18/2004 4 Guston Gardens, Kirton
Proposed single storey side and front extensions

Opposed as over development, out of scale and character.
Wrong roof tiles and overlooks neighbour.

ii) LALC Next meeting confirmed as 15th October 2018 (c180549).

iii) Traffic Bulletins Weekly updates for A14/A12 (c180566/99) circulated..

8. ENVIRONMENT

i) Road maintenance Innocence Lane/Back Road closures for repairs (c180594/606) circulated as notified.

ii) Grit bins Inspections on-going.

ii) Air Quality Monitoring results for 2017 (c180561) received.

iv) AONB May newsletter (c180616) received.

9. **RECREATION GROUND** (attached)

10. **SALC REPORT**

i) Area meeting of 4th June (c180598) not attended

ii) E-Bulletins Bulletins of 21st and 31st May (c180577) circulated. SALC to be approached for consideration of on site presentations on GDPR and Planning.

11. **OTHER CORRESPONDENCE TO NOTE**

Other correspondence as listed on the agenda noted.

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

Grit bins, Beacon Lighting.

13. **DATE OF NEXT MEETING**

Monday 9th July 2018 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.15 pm.

Signed.....
Chairman

Date.....

REPORTS

PLANNING

DC/18/1732	1 The Maltings, Kirton Reduce canopy etc to 1 No mature oak.	Query work Granted quality
DC/18/1780	Grange Works, Falkenham Road, Kirton Change of use agricultural land to additional storage of landscaping materials.	Object over develop't
DC/18/2004	4 Guston Gardens, Kirton Proposed single storey side extensions and front extension. (Revised proposal)	

New applications

None