

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 **19th** day of **February 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 8th January 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
 - v) EAONE3
 - vi) ESC Strategic plan
 - vii) NE Felixstowe Garden
- 6 Administrative matters
 - i) Annual Parish Meeting
 - Guest speaker
 - Refreshments
 - ii) Buckingham Palace invitation (deadline 22nd Feb)
 - iii) VG Parking arrangements
 - iv) NALC briefing: Martyn's Law Consultation; Employment Contracts
 - v) Proposed payphone removal
- 7 Finance
 - i) Financial and monitoring reports (on website)
 - ii) Invoices/one-off payments due
 - Kirton Church PCC - £900 (previously approved)
 - Clerk shredding - £264 (previously approved)
 - RG VAT reclaim - £2,325.63 (received in addition to PC claim £826.80)
 - Defibrillator Pads replacement - £129.90 ex VAT
 - VG hedge cut - £170
 - C Shaw Clerk expenses - £156.74
 - iii) Grants (cheque signing & countersign cheque correction)
- 8 Planning
 - i) Planning Forum 17th/24th January 2024
 - ii) Planning application DC24/0081 1 Red House Cottages, Falkenham, Rear extension (expired 6th Feb)
 - iii) DC/22/1816/VLA Land rear 16-22 Falkenham Road, Kirton – confirmation of footpath

- provision
- 9 Environmental
 - i) VG cutting instruction
 - ii) Road flooding, Falkenham
- 10 Recreation Ground
 - i) Proposal for substation
- 11 SALC Report
 - i) East Suffolk Area Forum - 20th March 2024
 - ii) SALC member survey
- 12 Other Correspondence
 - i) Minutes of Dec 23 meeting
- 13 Matters for inclusion in future Agenda
- 14 Date of next meeting:- Monday 18th March 2024 at 7.30 pm.

Circulated correspondence

[Item 6 iv)]	General	CHIEF EXECUTIVE'S BULLETIN - Forwarded to PCC and RG Committee (Martyn's Law - anti-terrorism consultation); Employment...	Feb 16
Planning		INVITATION TO ZOOM MEETING, THURSDAY 7 MARCH RE T&P COUNCILS' DIRECT ENGAGEMENT WITH GOVERNMENT - FYI - please RSVP to a...	Feb 16
[Item 6 iii)]	Action	Parking on the Village Green - It always used to be just Colin and I unless a problem was forseen Peter Lickert On Thu, 15 Feb 2024, 17...	Feb 15
[Item 8 i)]	Inbox	Planning Report on ESC Planning Forum for Town and Parish Councils - Thank you John, much appreciated. Look forward to discussing...	Feb 15
General		Bucklesham Rd, Kirton - Enhanced Finger Post - Dear Kirton and Falkenham PC Please find attached your Street Furniture licence. Kind regards...	Feb 14
General		North Felixstowe - next local councillor briefing Feb 20th - FYI Sent from my iPad Begin forwarded message: From: Sheline Gledhill <Sheline.Gle...	Feb 14
General		SALC training bulletin 13 February 2024 - From: Clerk Kirton <kandfpc@gmail.com> Date: 14 February 2024 at 15:01:21 CET To: "Jo Shaw (Marty...	Feb 14
[Item 10 i)]	Action	Planning Potential Sub Station on the Rec - Background to agenda item on the above There was a meeting with UK Power Networks t...	Feb 13
[Item 12 i)]	Inbox	[Gmail] Action General Minutes of Dec 23 meeting - All I have eventually got round to looking at all of this. There are several problem...	Feb 13
[Item 8 iii)]	Planning	Reconsultation Planning app. consultation - DC/22/1816/VLA - Please see attached document Confidentiality: This email and its atta...	Feb 12
[Item 6 ii)]	Action	Buckingham Palace Garden Party 2024 - Would be super to nominate Colin, well deserved after his dedicated service. Kind Regards J...	Feb 12
[Item 9 ii)]	Action	Circulated Co.../Mar mtg Road Flooding - Graham I checked this matter with the farmer who farms the land opposite The Manse, who ...	Feb 9
General		Suffolk Devolution events - book now - Sent from my iPad Begin forwarded message: From: Kirsty White <admin@salc.org.uk> Date: 8 February ...	Feb 9
[Item 6 v)]	Action	FW: Suffolk Coastal District Payphone removal proposal/s - Graham I for one would vote against its removal as I feel strongly it is part ...	Feb 8
General		EA3 in the news - I wondered what this was about and could see no information on the EA3 site - so I asked; see attachment. I believe Derek ha...	Feb 8
General		Green Booking - Fine with me.	Feb 7
General		NEWS BULLETIN - 5th February 2024 - FYI	Feb 5
General		#ItsNotOk - Suffolk police support Sexual Abuse and Sexual ViolenceAwareness Week - FYI	Feb 5
General		Parish Report January 2024 Orwell & Villages - District Councillor report attached below Sent from my iPad Begin forwarded message: From: le...	Feb 5
Financial		Defibrillator Pads - ----- Forwarded message ----- From: Peter Lickert <2lickert@gmail.com> Date: Sunday, February 4, 2024 Subjec...	Feb 5
General		Latest VCSE Funding Opportunities 2.2.24 - FYI attached I was also informed last night by Susan Harvey that she'd been approached by our DC...	Feb 2
[Item 11 ii)]	Action	Events/news SALC East Suffolk area forum - 20th March 2024 - BOOK NOW! - FYI - Please advise if you wish to attend ----- For...	Feb 1
Events/news	General	CHIEF EXECUTIVE'S BULLETIN - FYI	Feb 1
[Item 11 iii)]	Action	PARISH COUNCIL Fwd: SALC member survey 2024 - please respond - CORRESPONDENCE 240113 Something to quickly run thro' at n...	Jan 31
Planning		PARISH COUNCIL Fwd: The new 'Planning Committee Member Call-In' process - CORRESPONDENCE 240114 For interest/appraisal. Best of luck...	Jan 31
General		PARISH COUNCIL Fwd: NEWS BULLETIN - 29th January 2024 - CORRESPONDENCE 240109 For interest. Colin ----- Forwarded Message ---...	Jan 29
General		PARISH COUNCIL Fwd: Review of Street Trading Policy - CORRESPONDENCE 240108 Of any interest? Colin ----- Forwarded Message -----...	Jan 29
General		PARISH COUNCIL Fwd: Important roadwork information: A14 junction 59 Kirton Interchange - essential bridge repair work - CORRESPONDENCE ...	Jan 29
Planning		Fwd: SH817 Kirton (537850). [BK-BK.FID401546] - Sorry - please disregard my previous message. The space is not "spare"; a more careful loo...	Jan 29
General		PARISH COUNCIL Fwd: North Felixstowe Councillor briefing - CORRESPONDENCE 240096 Note date. Colin ----- Forwarded Message -----...	Jan 27
General		PARISH COUNCIL Fwd: Invite to Sizewell C Forum - CORRESPONDENCE 240095 Of any interest to anyone? Colin ----- Forwarded Message - ...	Jan 27
General		PARISH COUNCIL Fwd: SALC Training Bulletin - Audit Edition - CORRESPONDENCE 240086 Fr interest; clerk's networkingevent is often worthw...	Jan 27
[Item 8 iii)]	Action	Planning PARISH COUNCIL Fwd: Land rear 16-22 Falkenham Road, Kirton - DC/22/1816/VLA - CORRESPONDENCE 240087 Item for ne...	Jan 27
General		PARISH COUNCIL Fwd: Sizewell C Parish Update - January 2024 - CORRESPONDENCE 240101 For interest Colin ----- Forwarded Message - ...	Jan 27
General		PARISH COUNCIL Fwd: NALC NEWSLETTER - CORRESPONDENCE 240089 For information; note s137sum update. Coli ----- Forwarded M...	Jan 24
General		PARISH COUNCIL Fwd: NEWS BULLETIN - 22nd January 2024 - CORRESPONDENCE 240082 For interest; note Barclays, Trimley St Mary wi fi qu...	Jan 24
General		PARISH COUNCIL Fwd: FW: Funding Opportunity - Plug In Suffolk - Colin, yes we have seen it before The trouble we have is lack of parking spac...	Jan 21
[Item 9 i)]	Action	General PARISH COUNCIL Fwd: ESSL Grounds Maintenance Quotation 2024 - Sorry but have to disagree, the green looked spectacul...	Jan 18
General		PARISH COUNCIL Fwd: Felixstowe Officer Bulletin - CORRESPONDENCE 240065 Might have some loose relevance to Parish Communication Col...	Jan 17
Planning		PARISH COUNCIL Fwd: Planning Delivery Dashboard - CORRESPONDENCE240058 For interest Colin ----- Forwarded Message ----- Sub...	Jan 17
General		Where Do The Children Play? - For interest Colin ----- Forwarded Message ----- Subject: Where Do The Children Play? Date: Wed, 17 Jan ...	Jan 17
[Item 8 ii)]	Planning	PARISH COUNCIL Fwd: Public Access Notification - DC/24/0081/FUL - CORRESPONDENCE 240056 Arrived today for response by 6t...	Jan 16
General		PARISH COUNCIL Fwd: SALC training bulletin 16 January 2024 - CORRESPONDENCE 240055 Want to go on a Clerk's course!! Cheers Colin ----...	Jan 16
Planning		PARISH COUNCIL Fwd: FW: Planning Forum for Town and Parish Councils - CORRESPONDENCE 240054 The agenda we have been waiting for. ...	Jan 16
General		Planning Forum for Town and Parish Councils - Good morning Colin, I hope you are well. Agenda for the forum event will be as follows. 9:15-9:30...	Jan 16
General		PARISH COUNCIL Fwd: NEWS BULLETIN - 15th January 2024 - CORRESPONDENCE 240047 For information; note security advice, tho' i think w...	Jan 15
Planning		PARISH COUNCIL PLANNING APPLICATIONS - Jo Following from what was said last night about disposal of historical papers, particularly plann...	Jan 9

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 8th January 2024 at 7.30 pm in the Recreation Ground Pavilion

PRESENT: Messrs L Bullard, I Cade, J Durrant, D Jacobs, J Fothergill, M A Paul (chairman), D Ward, Mesdames E A Colvill, J L Shaw, Mr G J Walker (RFO), Mr T Hatrick (PTLO), Mr M Ninnmey and 2 parishioners.

1 **APOLOGIES:** P Lickert, L Reeves DC.

2 **MINUTES OF LAST MEETING**

The minutes of the meeting held on December 2023 having been previously circulated were taken as read, approved and signed.

3 **DECLARATION OF INTERESTS**

None declared

4 **PUBLIC OPEN FORUM**

Police Report Noted that PC Nicola Burnham-Slipper had replaced PC Rachel Partridge.

Parishioners Questions Reference made to agenda item on flooding.

County Councillor's Report None received

District Councillor's Report Mr Ninnmey gave update on NE Felixstowe Garden Neighbourhood project which was to be subject of meetings later in the month and effect on the future of leisure centres. A written report referred to Pitstop project, Triple Lock for planning, Welcome initiative and One Direction Strategic Plan.

PTLO Report Mr Hatrick had nothing to report.

5 **MATTERS ARISING**

ACTION

i) Falkenham Casual Vacancy No request for election having been lodged (231269), council will have to co-opt.

COUNC

ii) EAONE/THREE Councillor Paul had nothing to add.

ii) Parish Communication Councillor Fothergill gave update; on-line link is up and running but needs some adjustment. Work in progress.

JF

iv) Joint Cross Parish Group Councillor Fothergill reported that list had been circulated (231267), water pipe line needed adding to the list.

JF

v) Flooding Councillor Jacobs and parishioners had lodged complaints (231228) but responses still awaited; some action had been taken early in December. Councillor Jacobs drew attention to the SUDS system installed in Paddock Close and questions remained about how effective it was or its influence on flooding of Falkenham Road. Suggestions of a camera survey reported also the lack of maintenance of roadside grips.

SCC

vi) Alley hedge Work had been completed on the west side; the east side (RG) remained to do. **RG**

6 **ADMINISTRATIVE MATTERS**

Nothing to raise

7 **FINANCE**

i) Financial and monitoring reports (attached) The RFO had posted these on website, drawing attention to the significant items.

ii) Banking Authorised payments

SALC/training	£18	HMRC/vat	£658.74
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G W Walker/salary	£104.40	G W Walker/expenses	£111.93
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Clerk/salary	£496..35		
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iii) Grants ESC funding opportunities noted (231258/70).

8 **PLANNING**

i) Planning Forum Councillor Fothergill will attend forum on 17th January **JF**

ii) NE Felixstowe Garden Noted. Councillor Jacobs will attend presentation on 11th January **DJ**

iii) Planning etc newsletter Newsletter (c231253) circulated for interest.

iv) DC/23/4829 Earth works for additional reservoir, Capel Hall Lane. Council had no comment to offer. **CLERK**

9 **ENVIRONMENT**

i) Nothing to report

10 **RECREATION GROUND**

No report received. RFO had been in on-going discussions with John Beer regarding Charity status and overall governance

11 **SALC**

Circulars and bulletins as appropriate circulated.

12 **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted

13 **CLERK HANDOVER**

i) Clerk and G Walker to meet on 12 January 2024 (231242) to finalise logistics. **C'K/GW**

ii) Disposal of papers Propose D Jacobs, seconded J Shaw and carried that CLERK quotation from Bolton Bros (240014) of £220 +vat to collect and shred Clerk's surplus council paperwork be accepted.

iii) Clerk's retirement On behalf of the Parish and the Council the Chairman thanked and proposed a toast to the retiring Clerk, Colin Shaw, for his 31 years of service in the post, followed by a presentation of a flowering tree and a spending voucher. The Clerk suitably replied, thanking the Council for their generosity; and passed on his best wished to his successor Graham Walker; much had changed since 1992.

14 **MATTERS FOR INCLUSION IN FUTURE AGENDA**

Falkenham vacancy, Parish Communication, Planning Group, Strategic Plan, flooding

15 **DATE OF NEXT MEETING**

Monday 19th January 2024 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 8.42pm.

Signed.....
Chairman

Date.....