

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 **9th** day of **September 2019** at **7.30 pm**

Signed ***C A Shaw***
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

Please note that since one or more Councillors have declared interests in the SCDC call for sites consultation, any questions related to this raised during the POF will not be responded to until the appropriate point in the agenda

1. Police Report
2. Parishioners questions
3. County/ District Councillor Reports
4. PTLO/ Tree Warden reports

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 8th July 2019
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. Ongoing matters
 - i) Grit bins (c190928)
 - ii) Dog fouling/RG dog bin (c190842//92/942)
 - iii) GDPR updates (c190830, c190836, c190927/43, c190978)
 - iv) EAONE/THREE
 - v) SID updates
 - vi) Trimley St Martin School (c190838/44)
 - vii) Durilda Green/Paddock Close ftpth
 - ix) Quiet lanes (c190881)
5. Administrative matters
 - i) RG pavilion doors/windows (c190966/67)
 - ii) Correspondence
6. Finance (attached).
 - i) Financial reports/budget monitor (to follow)
 - ii) Insurance renewal (c190926, c190947190946/48)
 - iii) Local plan hearing professional fees (c190817, c190820)
 - iv) Finance regulations update (c190947)
 - v) Correspondence
7. Planning (attached)
 - i) Local plan hearings update (c190833, 190851,190869)
 - ii) Ipswich Northern bypass (c190992)
 - iii) Sizewell C (c190974, c190852, c190861)
 - iv) Correspondence
8. Environmental **(see correspondence)**
9. Recreation Ground (attached)
10. SALC Report **(see correspondence)**
11. Other Correspondence to note (attached)
12. Matters for inclusion in future Agenda
13. Date of next meeting:- Monday 28th October 2019 in the R G Pavilion at 7.30pm.

CORRESPONDENCE

Police

| | | |
|------------------------|---|------|
| 190850/908 eastsuffolk | June Felixstowe ASB Minutes Tier One/25th July minutes | circ |
| 190952 eastsuffolk | Home Office County Lines Information | circ |
| 190961 Police Connect | Police warn social media users to be vigilant buying/selling online | circ |
| 190900 Police Connect | PCC launches Youth Intervention Fund | |

Matters arising

| | | |
|----------------------------------|--|-------|
| 190928 SCC | Grit Bin Letter for lower road falkenham | dj/gw |
| 190842//92/942 eastsuffo;k/ncsgp | RE: dog bins | |
| 190985 P Lickert | Follow up on action from last PC meeting | circ |
| 190830 G Walker | Data Protection update (GDPR) | |
| 190836 NALC/G Walkerr | FW: Draft ICO Data Sharing of Practice | |
| 190927/43 ICO | ICO - Confirmation of Change ICO:00270007291 | |
| 190978 G Walker ro D Lines | Fwd: FAO Tracey Robinson re ICO | |
| 190838/44 J Fothergill | Education letter | |
| 190881 S Harvey | Re: Quiet Lanes | |

Administration

| | | |
|-------------------------|--|-------|
| 190966/67 J Beer/M Paul | Recreation Ground Pavilion windows doors | mp/gw |
| 190843 Home Start | Home-Start in Suffolk - AGM Invitation 26 Sept | |
| 190897/911 east suffolk | Removal of VG telephone box | circ |
| 190975 Felixstowe TC | Mayors Charities Cheese & Wine Event | |

Finance

| | | |
|--------------------------|--|----------|
| 190926 norrisfishers | Parish Council - insurance renewal | circ |
| 190947190946/48 G Walker | CAS insurance inquiry | circ |
| 190817 Tr St Martin PC | FW: I F Cross Boundary P C Group planning fees | pc's |
| 190820 I Cade | Re: PC for signature | |
| 190947 SALC/G Walker | SALC E-bulletin dated 14 August 2019 - Finance Regulations | |
| 190873 G Walker | Fwd: Your signatories have been updated | mp/jf/jd |
| 190825 G Walker to ESC | Fwd: Monitoring report for CEB re Suffolk Day | |
| 190862 SALC | Invoice 22343 training J Forthergill | gw |
| 190957 eastsuffolk | Election invoice £108.80 | |
| 190814 J Durrant | Fw: Booking Pending Nov training | |
| 190829 SALC | URGENT EMAIL FROM PKF LITTLEJOHN: 2018/19 | gw |
| 190815/33 Phone Co-op | Your invoice from The Phone Co-op June £39.67/ July £39.14 | |

Planning

| | | |
|-----------------------------------|---|------|
| 190833 I Cade | K&FPC Innocence Farm : An Update | circ |
| 190869 I Cade | FW: Matter Statements (Draft) Client Review | circ |
| 190851 I Cade | Panning Consultant & Barrister | circ |
| 190974 together agaist sizewell c | Sizewell C | circ |
| 190852 I Cade | Sizewell C - fourth consultation | circ |
| 190861 J Fothergill | Re: Sizewell C - fourth consultation | circ |
| 190992 P O'Brien | Ipswich Northern Route Bypass | circ |
| 190841 eastsuffolk | DC/19/1960/FUL - The New House Falkenham | circ |

Environment

| | | |
|----------------------|---|-------|
| 190973 CGM marketing | Grounds Maintenance for K and F Parish Council | dj |
| 190996 S Harvey | The Village Green | |
| 190808 Tree Council | update from Defra on Oak Processionary Moth | rb |
| 190899 Tree Gardian | Your August Tree Guardian | rb/mp |
| 190893 P O'Brien | Temporary Footpath Closure - Hemley FP7 (part) - 15/09/2019 | circ |
| 190824 SAC per SCC | Consultation launches on the county's Green Access Strategy | circ |
| 190904 SCC | Autumn/Winter edition 2019-20 - STORIES WANTED! | circ |
| 190914 SCC | INVITATION Stour & Orwell Forum 6 Sept 2019 | circ |
| 190867 SCC | AONB Monthly Update July 2019 SCH | |

SALC

| | | |
|-------------|--|------|
| 190994 SALC | Coastal Area Forum | circ |
| 190875 SALC | Better Broadband for Suffolk P Councillor Briefing | circ |
| 190876 SALC | Latest SALC E-bulletin 19 July 2019 | circ |
| 190938 SALC | Latest SALC E-bulletin dated 14 August 2019 | circ |
| 190944 NALC | Chief executive's bulletin | circ |
| 190895 SALC | Review of governance arrangements and constitution | |

OTHER CORRESPONDENCE TO NOTE

| | | | |
|-----------|---------------------------|--|-------------|
| 190980 | R Kerry | September Report | circ |
| 190983 | CAS | New GNS Development Officer Suffolk Action Week | |
| 190984 | J Beer | RG report for 9th September | circ |
| 190987 | Tr St Martin PC | FW: Suffolk Coastal Examination - Week 2 Agendas | |
| 190988 | R Kerry RE: | September Report | |
| 190823 | JLAG | Sizewell C Stage 4 T and PCI Consul event 26 July | circ |
| 190853/94 | sizewell C | Stage 4 consultation/Stage 4 Public Exhibitions July 2019 | circ |
| 190879 | J Fothergill | RE: Matter Statements (Draft) Client Review | circ |
| 190880 | TSMartin PC per Parker PI | FW: Formal proceedings at the Examination pc's/mp | |
| 190891 | I Cade/Tr St Martin PC | FW: Near final drafts - Matter/Position Statements | circ |
| 190898 | T St Martin PC | FW: Matter Statements - SCLP Examination pc's | |
| 190906 | I Cade | Hearings/I Farm Final version matter statements | circ |
| 190910 | I Cade | RE: FW: Suffolk Coastal Local Plan Examination | circ |
| 190919 | eastsuffolk/I Cade | RE: FW: Suffolk Coastal Local Plan Examination | circ |
| 190923 | G Walker | Re: IF latest | |
| 190935 | eastsuffolk | RE: FW: Suffolk Coastal Local Plan Examination | |
| 190939 | I Cade | Updated: Draft group briefing on the Written State | |
| 190940 | eastsuffolk | Suffolk Examiantion Hearings - Week 1 | circ |
| 190819 | Police Connect | Organisations offered opportunity to help victims of crime | |
| 190810 | SALC | Final Confirmation JF 17th July | |
| 190902 | SALC | Forthcoming SALC courses | |
| 190917 | SALC | Area Forum Programme | circ |
| 190937 | NALC | Newsletter | |
| 190921 | NALC | Chief executive's bulletin | |
| 190953 | SALC | FW: Training Courses | |
| 190959 | SALC | FW: Finance Training in September | |
| 190960 | SALC | FW: Introduction to Project Management | |
| 190976 | NALC | LCR Autumn 2019 Survey | |
| 190982 | NALC | Chief executive's bulletin | |
| 190989 | SALC | AONB Report for Suffolk Coastal area meeting | circ |
| 190999 | SALC | Courses: September 2019 | |
| 190837 | Police Connect | Burglary – Trimley St Martin | circ |
| 190818 | SizewellC | Sizewell C Project Update July 2019 | dj |
| 190832 | CAS/SA:LC | Suffolk Community Awards 2019 | |
| 190834 | G Walker | Fwd: Data logged – notification of exempt status | |
| 190836 | G Walker | July pay slip | |
| 190846 | SPS | The battle for Suffolk is about to intensify | circ |
| 190847 | NALC | NALC Newsletter | |
| 190849/59 | J Fothergill | FW: Education letter | |
| 190854 | S Harvey | Confirmation - your Suffolk Community Awards nomination | circ |
| 190856 | NALC | Chief executive's bulletin | |
| 190851 | I Cade | Panning Consultant & Barrister | circ |
| 190863 | SCC | RE: FUTURE OF PRIMARY EDUCATION | circ |
| 190864 | sizewell c | LAST CHANCE TO REGISTER! | |
| 190865 | SALC | Planning certificate | jf |
| 190874 | Arian Designs | Town & Parish Parks and Countryside Signs pl | |
| 190883 | NALC | Chief executive's bulletin | |
| 190884 | G & L Panton | A little request | circ/sh/ac/ |
| 190885 | P O'Brien | Temporary Footpath Closure - Hemley FP7 | |
| 190886 | Keir | Road works A14 J 54 -J 55 3 weeks from 5 August | circ |
| 190896 | J Durrant to L Panton | Re: PARISH COUNCIL Re: A little request | |
| 190901 | NALC | Chief executive's bulletin | |
| 190903 | CAS | VCSE Lonliness Forum update | |
| 190929 | G Walker to D Lnes | ICO - Confirmation of Change ICO:00270007291 | |
| 190936 | SALC | Ipswich Northern Bypass Meeting 22 August | |
| 190941 | Sizewell C | Sizewell C Stage 4 T and P C Consultation event | circ |

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 8th July 2019 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 10 Parish Councillors, PTLO and 1 Parishioner.

1. **Police Report** Following complaints about parking on Falkenham Road at the Church Lane junction, the police had attended and spoken to the owners of vehicles involved, which hopefully will have resolved the problem. The situation will continue to be monitored. An invitation from the Police Commissioner to residents to comment on police services, and summer security advice will be posted on the web-site. Web site recorded incidents on Kirton Road, Rivett Close and Lower Road.
2. **Parishioners Questions** On a question about speed cameras it was explained that the new signs were moveable. .
3. **County Councillor's Report** None received, but questions to SCC remained about Innocence Farm access.
4. **District Councillor's Report** The written report from the District Councillors, Mr Kerry and Mrs Allen, gave an update on the District Council following the May elections, the election of Councillor Gallant as its first Leader and the cabinet structure. It noted work being undertaken to improve access to Felixstowe beach in the Golf Road area, the East Suffolk Business and Community Awards and an outline of the County Lines initiative. Suggested DC should be asked how they intend to engage with the Inspector at the Local Plan hearing.
5. **PTLO Report** Mt Hatrick reported that he awaited information on bus changes and that Greater Anglia proposed to introduce a £3 parkinh charge at Trimley Station from 15th July.
6. **Tree Warden Report** Mr Brunt, in writing, had nothing to report.

PARISH COUNCIL

PRESENT: Messrs I Cade, J Fothergill, A P Hutton, D Jacobs, P J Lickert, R J Osborne, M A Paul (Chairman), Ms EY Choi, Mesdames J Durrant, J L Shaw, G J Walker (RFO), Mr T Hatrick (PTLO), and 1 Parishioner.

1. **APOLOGIES:**

Mrs E A Colvill, Mr R Brunt (Tree Warden), R Kerry (DC), Mrs M Allen (DC)

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 10th June 2019 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None new declared.

4. MATTERS ARISING

- i) Grit bins The requests to SCC for the bins in Falkenham had been submitted but licences awaited. **SCC**
- ii) Schools Liaison meeting Councillor Fothergill had attended (c190670/73), reporting that consultation had not finished and remained to be discussed with parents and governors. He had emphasised the need to retain successful schools. Agreed he should draft a letter on behalf of the Council for circulation and subsequent dispatch by Clerk. **JF/Clerk**
- iii) Dog fouling Councillor Lickert had received a response from east suffolk on Community/Public Space Protection Orders (c190778) which inferred action was limited. Agreed more prominent signs are need and Councillor Lickert would research., **PL**
- iv) Training Agreed Councillors Osborne and Durrant should go on planning and Councillor courses, respectively, and would make their own booking arrangements. **RO/JD**
- v) Footway to school The Clerk had registered a report to SCC which was currently logged as on inspection programme. **SCC**
- vi) EAONE/THREE Agreed retention of passing spaces on Park Lane as proposed by Scottish Power/SCC (c190773) should be supported. **CLERK**
- vii) Mobile PO The enquiry about a regular visit of the Mobile PO had failed, due to a lack of current availability (c190732)..
- viii) VG post pothole Following inspection agreed not a major concern but some filling might be appropriate in front of the post.

5. ADMINISTRATIVE MATTERS

- i) CAB AGM No attendance proposed to AGM (c190683) on 16th July.

6. **DATA PROTECTION** G Walker (RFO) gave an update, recommending that all Councillors/Clerk should arrange training. Possibilities with SALC could be researched.

7. PLANNING

- i) Final Local Plan Councillor Cade gave an update, confirming that the submission on behalf of the Council was that submitted by the Cross Border Group, so it will sit at that hearing although attendance by K & F has been requested and granted. The dates of the hearings, guidance and inspector's issues and questions had been circulated (c190747). Councillor Cade could attend the first 3 hearings in August/September, but not those in September on Bucklesham Road housing Councillor Osborne would attend on 17th September and Councillor Fothergill on the 20th September.

A response from the District Councillors (c190694) noted; to be asked how they propose to present those views to the Hearings.

CLERK

ii) Final Local Plan financing The following resolutions were put and approved.

- a. The appointment of Parker Planning to provide a consultancy service in accordance with their scope of work;
- b. The engagement of Parker Planning on a fixed fee basis;
- c. The appointment of a barrister in accordance with the advice of Parker Planning;
- d. Kirton & Falkenham PC to contribute £14,000 towards the estimated limiting costs of £33,000 for professional services.

iii) Planning applications

*DC/19/2351 Manor Farm Barn, 2 Struston Mead, Kirton
Insertion of conservation rooflights to SW
elevation in lieu of existing windows*

No objection

*DC/19/2502 B & M Concrete, Back Road, Kirton
Extension to ancillary commercial building*

No objection

iv) Falkenham Road enforcement notice Officer from east suffolk will be making a site visit (190665/76).

v) Foxhall housing proposal Response of Mrs O' Brien (CC) noted (c190725).

vi) Ipswich Northern By-pass SCC consultation (c190760) noted for future consideration.

8. FINANCE

i) Financial reports/budget monitor (attached) Reports circulated, approved, checked by Councillor Choi and signed by the Chairman (c190767).

ii) Audit After reassessment Clerk had concluded reservation of auditor on VAT alluded to disparity between PC Governance statement and Annual Return which can be resolved and explained prior to next audit.

iii) Banking Authorisation of M Paul, J Durrant, J Fothergill as signatories to Unity Bank account and A Colvill to Barclays account approved.

iv) SALC Subscription of £526.62 for 2019/20 had been paid by RFO.

v) Suffolk Day celebration Mrs Harvey had reported that of the £1000 allocated towards the events on the Recreation Ground £29 remained unspent.

9. ENVIRONMENT

i) Burnt House Lane Oak Nothing new to report.

ii) Durilda Green/Paddock Close footpath Noted that the condition of the footpath between Durilda Green and Paddock Close had been raised with Taylor Wimpey by Mrs S Harvey (c190795).

10. **RECREATION GROUND**

Nothing reported.

11. **SALC REPORT**

Latest bulletins (c190680/761) circulated

12. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted.

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

Local Plan, Northern By0pass, Data protection

14. **DATE OF NEXT MEETING**

Monday 9th September 2019 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.40 pm.

Signed.....
Chairman

Date.....

COMMITTEE REPORTS

PLANNING

PC

SCDC

Existing applications

| | | | |
|----------------|--|------------|---------|
| DC19/1960 | The New House, The Old Vicarage, Falkenham Proposed garage conversion to kitchen and alterations. New vehicular entrance. | Objection | Granted |
| DC/19/2083/TPO | The Old Maltings, Kirton Cut down 3 holly trees | Objection | Granted |
| DC/19/2351 | Manor Farm Barn, 2 Struston Mead, Kirton Insertion of conservation rooflights to SW elevation in lieu of existing windows | No comment | Granted |
| DC/19/2502 | B & M Concrete, Back Road, Kirton Extension to ancillary commercial building | No comment | Granted |

New applications

| | | | |
|------------|--|-------------------------------|--|
| DC19/2814 | 8 The Bungalows, Falkenham Road, Falkenham Proposed single storey rear extension | No comment | |
| DC/19/2895 | Briar Cottage, 55 Falkenham Road, Kirton Proposed extensions & erection of detached garage. | objection Over development | |

TRANSPORT

There are no changes for the buses via Kirton on 173/174/179. These services will now operate to at least the end of March 2020. There are also currently no plans to change the late 72 journeys, although this and the area is reviewed on a regular basis. T Hatrick/SCC

RECREATION GROUND

Pavilion : The floodlight pointing to the Alley Road entrance still needs to be replaced. It has been purchased so just needs installing. 2 quotes have been obtained for replacement windows and doors – we are now getting a 3rd as recommended by Michael Paul..The bookings for using the pavilion have gone overboard in the last few weeks. We now have Yoga, Pilates, Tai-chi, Kafpa rehearsals, Level 2 Youth Club.

Play-Area :Regular weekly mini inspections are still taking place to satisfy new insurance regulations. As you know we have a big problem with mess in the play area. However it is a cat and not a dog and it is all around the slide area and new gate. It is performing once or twice a day and some of it is messy to put it mildly !!! I have been picking up when possible but we need to find a solution – there is often loads there if I miss a few days. One child has already fallen in a load of it which is quite embarrassing for us. Perhaps we should put up a temporary notice at the gate to warn people about the problem ? I will try some cat deterrent spray once the kids have gone back to school but I don't believe that will put off the offender (which by the way is a black cat with white legs and markings around its neck).

Fitness Equipment / Zip wire : No new problems.

Ground : Still waiting for Taylor Wimpey to complete the tarmac work around the new mobility gate. This is due when they complete the work on the nearby road surface (but will they remember they are supposed to do this??).
J Beer Sept 2019