

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 **11th** day of **January 2016** at **7.30** p.m

Signed **C A Shaw**
Clerk

To: **All Councillors**

A G E N D A

PUBLIC OPEN FORUM

1. Police Report (c151093/101, c151141)
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports (**circ**)
5. PTLO report

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 23rd November 2015
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) Expenditure forecast 2016/17 (attached)
 - ii) Precept (c151051)
 - iii) Newsletter
 - iv) Hastoe and Housing & Planning Bill (c151029)
 - v) TW development
5. Administrative matters (see correspondence)
6. Acceptance of written Committee Reports
 - a) Planning (report & correspondence attached)
 - i) FPAAP update.
 - b) Finance (report & correspondence attached)
 - i) Project list update (attached)
 - ii) Invoices
 - c) Environmental & Transport
 - d) Recreation Ground (attached)
7. SALC Report (see correspondence)
8. Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 15th February 2016 in the R G Pavilion at 7.30pm.

CORRESPONDENCE

Police

151093/101 Suffolk Police/SALC Suffolk Local Policing Review **(circ)**
151141 Suffolk Police Parish Councils **(circ)**
151165 Clare PC Re: PCSO match funded letter to Parish Councils **(circ)**

Matters arising

151076 Taylor Wimpey Traffic and Damage Issues - Back Road **(circ)**
151080 I Cade FW: Kirton - Taylor Wimpey Development **(circ)**
151062/66/85 G Walker/P O'Brien Fwd: Increased traffic/damage/dangers, Back Road
151131/42 SHarvey/G Walker/D Jacobs/TW Sand bin at Meadowlands/ state of Back Rd/Re: Grit Bin
151154 I Cade/G Walker/P Lickert RE: Footpath - Falkenham Road **(circ)**

Administration

151059 SCDC Presentations from the Town and Parish Financial Briefing **(circ)**
151099 Therese Coffey MP Change of address
151106/49/55 SCDC Electoral register 2015/16
151146/62 SALC/SCC Fire and Rescue Service - public meetings 2016/Risk Manage Plan 2015-18 **(circ)**

Planning

151083/1152 SCDC Acknowledgement of FPAAP submission/Preferred Options Consultations
151163 I Cade/SCDC FW: AAP Working Group Meeting 11 Jan
151086 EDF November Parish Update **(circ)**
151123/39/59 EDF/eastsuffolk Sizewell C December 2015 Newsletter/monthly update **(circ)**
151169 SCC Planning Event: Invite to Parish Clerks on the Suffolk Coast 3 March

Finance

151090 Kirton PCC Request for Funding
151087 SALC Church planning application
151113/71 SALC/NALC Church repairs ruling
151114 GW/IC/DJ Church repairs comments
151065 SALC Sector Led Body for audit procurement
151074 J Beer IBC Invoice
151103 Suff Coastal Norse Grass cutting a/c £494.40
151104/27/57 Namesco Domain renewal/renewals Now Due £16.97/purchase confirmation
151111 Phone Co-op Your invoice from The Co-operative Phone & Broad
151143 The Pensions Regulator Update on new pension regulations
151108 Barclays Business/Comm a/c statements Sept-Dec
151095 S Comm Foundation Grants Update - December 2015
151148/100 SARS/DAS Appeals for grants
151119 DAS/CAB/Guide dogs Acknowledgements of grants

Environment

151160 Network Ins/A Hutton Temporary Traffic Order - C355 Bucklesham Rd/Comment
151060 SC Norse Community Woods Seminar 27 Feb 2016
151133 eastsuffolk December Edition - Coastline Lite **(circ)**

Recreation Ground

151096/109 Charity Commission/Audit Commission Reminder to submit information/confirmation of Return receipt

151144 Charity Comm Charity Commission News - Winter 2015

SALC

151088 SALC LAIS1384 Housing CPRE & Spending Review **(circ)**
151071/98 SALC SALC Area meeting CEO report/Sizewell stakeholder Group report **(circ)**
151137 SALC Referendums relating to Council Tax increase **(circ)**
151063 SALC FW: Suffolk Family Carers Article
151136 SALC East Suffolk Partnership report
151078 SALC Clerks Information & Networking Event
151126 SALC Forthcoming Courses

Other correspondence

151061	Headway	Headway Suffolk Recruitment
151077	EELGA	East of England LGA e-bulletin
151091	CAS	The future of volunteering in Suffolk
151081	S Harvey	November report (circ)
151061	Headway	Headway Suffolk Recruitment
151077	EELGA	East of England LGA e-bulletin
151091	CAS	The future of volunteering in Suffolk
151082/92	Hutchinsons Port	Egyptian Transport Minister visits Port/Logistics Park Receives Planning Consent
151094	SCC	Find the most active communities in Suffolk
151110	St Elizabeth Hospice	Hospice needs your unwanted presents
151116	AgeUK	Database Update
151128	Comm Action Suffolk	Healthier lifestyles training Most Active
151129	Phone Co-op	Winter news and updates
151147	P O'Brien	Happy Christmas
151135	Suffolk on board	Newsletter - December 2015
151067	G Walker	Re: Planning
151057/58	Mr/Mrs Fothergill	FPAAP comments
151068/69/84	J Durrant/G Walker	Further response/325a plot development/325a plot development
151073	ICade/G Walker	Re: Letter from Mrs. Durrant
151064	Prenier Ink	Your order from Premier Ink
151079	Namesco	Renewals Now Due on your www.names
151127	Namesco	Renewals Now Due
151115	Namesco	Have you switched yet? New WebMail
151125	HMRC	Payroll help from HMRC
151102	HMRC	Successful Receipt of Online Submission
151130	HMRC	Important Information for Employers
151124	SuffolkageUK	New year greetings and update
151070	Broxap	Rail Post Systems
151075/97/118/140	Rural Services	Network Hinterland w/b 27th Nov/4 th Dec/11 th Dec/18 th Dec
151089	Rural Services Network	Rural Opportunities Bulletin
151107	Rural Services Network	Making Rural Settlements Work
151112	Rural Vulnerability Serv	Fuel Poverty - December 2015
151151	Rural Services Network	Rural Economy Spotlight
151158	Rural Services Network	Rural Transport - December 2015
151105	Ipswich BC	Ipswich news and events
151145	Ipswich BC	Ipswich news and events
151117	Creativeplay	Our Recent Installation: Weston Turville
151121	SCC	Event to focus on the benefits of physical activity
151122	Woodbridge TC	Notes of SLCC meeting
151132	SCC	Government publishes new sports strategy
151134	SCC	Most Active Community Town & Village comp
151150	eastsuffolk	Felixstowe Events Listing - January and Feb
151153	S Comm Foundation	Winter newsletter
151164	LCPAS	Rights of Way and Byways Course
151166	J Beer	Report for 11th Jan
151167	P Negus	Nil report for 11th Jan
151170	S Comm Found	Grants Update - January 2016
151173	SCC	Walk the planet challenge launched
151174	S Harvey	January Parish Council Report

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on
Monday 23rd November 2015 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 9 Parish Councillors, Mrs P O'Brien (CC), Mrs S B Harvey (DC), 32 Parishioners.

1. **Police Report**

A Police Information event (c150973) on the 10th December noted but will not be attended. The council had been advised that for the present Police will not be able to attend PC meetings or provide crime reports (c150980), though information is available on Crime Maps.

2. **County Councillor's Report**

Mrs P O'Brien reported (c151035) on the County's policies in meeting the needs to make savings and to maintain essential services, the Annual Report of the Police and Crime Panel she chairs, and changes to the operation of the Household Waste Recycling Centres. She proposes to allocate £1000 of her Locality Budget towards window replacement in the Church Hall. In response to a question on the state of Back Road as a result of Taylor Wimpey building works, raised by a parishioner, a copy of the letter will be forwarded and she agreed to raise with the Highways department.

3. **District Councillor's Report**

Mrs Harvey confirmed that The District Council did not expect to introduce charges for Brown Bin collections (C151081). She promoted the Capital and Revenue Grant availability, her Community Enabling Budget which would also support the Church windows replacement and Community Speeds watch teams. She had visited the Felixstowe Port Health facility.

4. **PTLO Report**

The Clerk read the report from Mr P Negus (c151013) which recorded that the 179 Service contract expires in March 2016 and its future may be in doubt unless supported. Service 173 is not affected.

5. **Felixstowe Peninsular Area Action Plan**

The Chairman opened the discussion by reading a draft response (copies circulated) prepared by the Parish Council as a response to the FPAAP. Principal issues raised by the parishioners present concerned the whole communication process, provision of bungalows in current or future developments and in particular the site 325a on Bucklesham Road, which is included in the SCDC consultation draft. It was explained that the FPAAP was not declaring planning applications. The village meeting, earlier in the year, regarding the Taylor Wimpey development and the housing needs for the village had identified a need for bungalows, but SCDC stated in their planning meeting that they could not enforce

them at the Taylor Wimpey site. SCDC had recommended that bungalows for Kirton were included as a policy for any future developments. Concerns were raised in this meeting whether bungalows were needed. Councillor Cade (planning committee chair and FPAAP delegate) explained that the Parish Council has been opposed to large scale housing whilst the village lacked services and infrastructure. However it had no power to stop developments if SCDC approve them against its recommendations, and so any policy on bungalows is to enable the Council to have a capability to influence their inclusion in any such future developments. It is not the Council's intention to proactively suggest the building of bungalows, and this will be made clear in the Parish Council's response to the FPAAP consultation. Of particular concern to many parishioners was the loss of a designated Rural Landscape Area, if site 325a was pursued; this was taken on board by the Parish Council for inclusion in discussions about its response. In general much discussion centred around the effect further development would have on transport, safety, school access and capacity, and drainage. Councillor Cade concluded by explaining that the Parish Council had fully engaged with SCDC in the discussion workshops on the FPAAP and had vigorously opposed the TW development on lack of sustainability grounds. He, on behalf of the Council, had attended the SCDC Development Control meeting when the application had been considered but despite the Council's opposition SCDC had approved the application. The Chairman thanked the parishioners for their attendance and input, and these would be considered when the Council finalised their response to SCDC during the subsequent Parish Council Meeting.

6. **Parishioners Questions**

No questions were raised additional to those covered under the FPAAP discussion.

Chairman closed POF at 8.35 pm and opened Parish Council Meeting.

PARISH COUNCIL

PRESENT: Messrs I Cade, A P Hutton, D Jacobs, F H Last, P J Lickert, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, Mrs P M O'Brien (CC), Mrs S B Harvey (DC), and 4 Parishioners.

1. **APOLOGIES:**

M A Paul (domestic commitments), E A Colvill (bereavement).

The Chairman recorded the sorrow and condolences of the Council on the recent death of Councillor Covill's husband, Edie, a well known member of the community. Her absence from the Council for the time being is understood.

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 12th October 2015 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None declared. The Chairman would expand on this matter at the next meeting

ACTION

4. MATTERS ARISING

i) Finance & General Purposes Meeting Report Recommendations of the F&GP meeting accepted with the exception of the Expenditure Forecast for 2016/17 which was revised for resubmission at next meeting. **CLERK**

Wreaths had been presented at Kirton and Falkenham Churches on Remembrance Sunday.

Arrangements are in hand for the tree lighting on 4th December; agreed collection should go to Guide Dogs for the Blind.

ii) Newsletter Reconsider at next meeting. **CLERK**

iii) Defibrillator Awareness session had been successful but numbers attending was disappointing.

iv) EAONE update Nothing reported.

v) Village Green hedge/brambles D Cope had completed the work and his invoice for £252 (c151042) was approved for payment. **CLERK**

vi) Pathwatch Councillor Shaw will re-examine.

5. ADMINISTRATIVE MATTERS

i) Road closures Falkenham Road closure for TW works extended until 4th December (c151048) and Brook Lane from 30th November to 24th December (c151038) for bank repairs.

ii) Sizewell C Special update for Parish Councils from EDF (c150959) and Monthly Update from eastsuffok (c151024) noted.

iii) Suffolk Fire and Rescue Services Consultation on future of these services (c151038) noted but no action proposed as effects do not affect Parish directly,

6. COMMITTEE REPORTS

a) **Planning**

i) FPAAP A copy of the consultation Documents had been received (c150947).

ii) FPAAP response Following the discussions during POF, the Council reassessed its response and agreed modifications to the circulated draft (c151010/16/43). Councillor Cade will prepare a final draft to be circulated for approval before dispatch to SCDC by the Clerk. **IC/C'K**

iii) Scheme of Delegation A copy of the adopted scheme (c151026) had been

received and its implications noted.

iv) Housing and Planning Bill Hastoe Group had written (c151029) seeking the **CLERK** views of the Parish Council on the implications of the Right to Buy proposals. Clerk to circulate to the planning committee before the next meeting.

v) Street lighting - TW development Following consultation among councillors, residents and District Councillor, agreed to advise TW that the preferred option is to provide minimal street lighting and instead provide sensor activated lights on the front of the dwellings (c150949/55).

vi) Non designated Heritage Sites Parishes comments to consultation acknowledged (c150966) and advised that criteria had been adjusted, the revised document adopted by SCDC and published on the web site.

b) **Finance**

i) Invoices Proposed P Lickert, seconded D Jacobs and carried that the following invoices are approved.

British Legion	£100	(2 poppy wreaths c150948)
SALC	£120	(P Lickert training c150986)
Heelis & Lodge	£198	(Audit fees c150988)

ii) Project list (attached) Updated circulated list approved.

iii) Parish Insurance Renewal of insurance at £737.87 with Zurich (c150928/68) confirmed by CAS.

iv) Broadband Latest invoice (c151028) for £21.08 noted and with Clerk.

v) Church Hall windows Request from Kirton PCC (c151003) for grant towards **CLERK** replacement of Church Hall windows rejected as prohibited under Sect 8 of Local Government Act 1894. Clerk will clarify with SALC the position if seen as a community project. The further request for the Council to lodge the Planning Application to be checked with SALC.

vi) 5-a-side facility Agreed Parish Council would advance to the Recreation Ground the vat element of cost of the facility amounting to £3013.40 (c151022) for the Council to reclaim in due course.

vii) Grants Through the RG Kirton Kestral FC had expressed an interest in contributing towards a defibrillator for the pavilion (c151023) and sought a grant. Proposed P Lickert, seconded A Hutton and carried that the proposal was not supported. Request from Headway (c150985) already agreed for this year and referred to next year's F & GP.

viii) VAT Refund of £1173.48 received (c150967); £1136.10 repaid to RG.

c) **Environment**

Nothing reported.

d) **Recreation Ground** (attached)

7. **SALC REPORT**

i) AGM Noted but not attended (c150931).

ii) Area meeting 7th December meeting noted but will not be attended.

iii) Circulars LAISU2D, LAIS1383 Cities and LG (c150940/63) and
The Case for the Right of Appeal in Planning (c150964), received and noted.

8. **OTHER CORRESPONDENCE**

Other correspondence as noted on the agenda noted.

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

Newsletter, FPAAP, Expenditure Forecast, Precept, Defibrillator.
Other correspondence as listed on agenda noted.

10. **DATE OF NEXT MEETING**

Monday 11th January 2016 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.25 p.m.

Signed.....
Chairman

Date.....

PLANNING COMMITTEE

Prior to the meeting the Planning Committee met at 7.10 p.m. to consider the applications

1. DC/15/4487/FUL
Dale Cottage 14 Burnt House Lane
Front & Rear Extension with Internal Alterations

2. DC/15/4187/VOC
Land Rear Of 16 To 22 Falkenham Road Kirton Suffolk
Variation of noise assessment

Present A Hutton, D Jacobs, J Shaw, S Lickert, G Walker, F Last and I Cade
(chair).

Apologies received from M Paul and A Colvill.

DC/15/4487/FUL

Recommendation: Neutral (unanimous)

Observations: Suggest the planners check that it would not excessively overlook
neighbouring properties.

DC/15/4187/VOC

Recommendation: Neutral (unanimous)

Observation: It is too detailed a technical issue for the PC to assess.

Signed.....

Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC15/3327	Land east of Nine Cockles Acre Construct 3 dwellings	Object OS envelope Linear develop	Refused
DC15/3901	Land behind 16-22 Falkenham Road (TW) Tree work T1 Willow, T2,T3,T4,T5,T6 oaks	Neutral	Granted
DC15/4107	Walk Farm, Stratton Hall Solar farm extension of licence to 30 years 6m	No comment	Granted
DC15/4187	Land behind 16-22 Falkenham Road (TW) Variation of noise assessment	Neutral	Granted
DC15/4487	14 Burnt House Lane, Kirton Front and rear extension. Internal alterations	Neutral Check overlook	Granted

New applications

DC15/4944/5 Deben Lodge, Back Lane, Falkenham (listed bldg)
Construction of summer house

FINANCE Cheques written since November meeting:-

Recreation Ground	£2000.00	5-a-side grant
Recreation Ground	£1136.10	vat refund
SALC	£120.00	Training
Heelis & Lodge	£198.00	Audit fees
D Cope	£252.00	VG hedge/shrubs
RBL	£100.00	Poppy wreaths
Recreation Ground	£3013.40	vat advance
K&F village hall	£500.00	Community grant
K&F toddler group	£500.00	Community grant
DAS	£100.00	Grant
Avenues Group	£200.00	Grant
CAB	£200.00	Grant
C A Shaw	£274.40	Clerk salary
HMRC	£68.60	PAYE
Guide dogs for blind	£178.00	Tree collection
SC Norse	£494.90	VG grass cutting
Income	£178.00	Tree collection

Expenditure forecast for 2016/17

Clerk's salary/PAYE	4202
Subscriptions	600
Electricity	80
Insurances	1600
Miscellaneous (audit broadband etc)	800
Clerk Councillor expenses	450
Training	100
Grants 137	1800
Publicity	200
Environmental Services	700
Reserves	
Community Projects	4000
RG Grant/Vat Refunds	4500
Total	£19032

RECREATION GROUND

Pavilion : No problems – CCTV upgrade delayed until new financial year in April.

Play-Area : Still waiting for Steve at the Forge to patch up the overhead bars, and fix the non-shutting gate. The ‘advert’ was placed in the December review regarding help with activities relevant to the play-area which in theory went to every house in the villages. NOT ONE ENQUIRY !!!!! It is important to get this group set up as funding from the TW development is due shortly (£27,000 !!!!!), and we need to formulate a plan of campaign for refurbishments/new equipment.

Fitness Equipment / Zip wire : New seat needs fixing to zip wire.

Ground : Hedge along Back Road (inside and out of the ground), and the hedges bordering the Alley footpath, and the rear of Falkenham Road properties due to be cut shortly. We have had the area of the entrance that was used to access the ‘second’ gate (near the hedge) tarmaced after it became a sea of mud in November. We may finish the job off in the summer when we have more funds. The car park holes have been patched up for now so we will keep an eye on them to see how much they deteriorate. We are considering holding a meeting of ‘dog owners’ sometime over the next few months to seek opinions on how we can control the excessive dog mess situation. The problem is the guilty parties will not come to the meeting !! J Beer Jan 2016