

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 15th day of February 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
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports
5. PTLO report (attached)

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of meeting held on 11th January 2016
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) Taylor Wimpey development - Footpath/Back Road
 - ii) A14 issues
 - iii) Village communication
 - iv) Queen's Birthday
 - v) Village Green parking
 - vi) Housing and Planning Bill
5. Administrative matters (**see correspondence**)
6. Acceptance of written Committee Reports
 - a) Planning (attached)
 - i) FPAAP update
 - ii) Correspondence
 - b) Finance (attached)
 - i) Budget monitor/Project list
 - ii) Invoices
 - iii) Correspondence
 - c) Environmental (**see correspondence**)
 - i) VG grass cutting contract.
 - d) Recreation Ground
 - i) Play equipment
7. SALC Report (**see correspondence**)
8. Other Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 14th March 2016 in the R G Pavilion at 7.30pm

CORRESPONDENCE

Police

160057 Suffolk Change Team Suffolk Constabulary - Update on PCSO's **(circ)**

Transport

160043 P Negus RE: c355 Bucklesham road, Kirton - closure
160104 SCC Update with local bus services:

Matters arising

160032/36/41/58 I Cade/G Walker FALKENHAM RD FOOTWAY **(circ)**
160120 S Harvey Footpath through Nassau Trust Land
160034 S Harvey Innocence Lane
160087 SCC RE: Innocence Lane

160033 P O'Brien letter to Therese Coffey and Ben Gummer **(circ)**
160038 G Walker Action on A14 delays **(circ)**
160052 Levington PC A14 letter
160054 G Walker Re: PARISH COUNCIL Fwd: A14 letter
160055 P O'Brien RE: Action on A14 delays

160053 SALC THE QUEEN'S 90TH BIRTHDAY BEACONS - 21ST APRIL **(circ)**
160063 SALC/Kesgrave PC Queens 90th Birthday celebrations 2016
160106 Levington PC Beacon

Administration

160093 SALC Highways Matters, a survey **(circ)**
160066 SCC Future of specialist educational provision
160085 UK Power Networks UK Power Networks Critical Friends Panels
160095 LCPAS Public Nuisance and Bylaws - Dog Fouling
160103 Spinal Injuries Assoc Great British Fish and Chip Supper
160122 St Eliz hospice Open gardens for the hospice
160130 eastsuffolk East Suffolk Business Plan

Planning

160031 S Harvey Last night's meeting at Felixstowe Town Hall
160037 Sizewell C Suffolk Energy Gateway **(circ)**
160073 Sizewell C Sizewell C Monthly Update **(circ)**
160119 Sizewell C response to Sizewell C town and parish events **(circ plc)**
160065 EDF Energy January Parish Update **(circ)**
160086 P O'Brien planning applications re Kesgrave & Martlesham
160112 EAONE Consultation under Section 56 **(circ)**

Finance

160044/45 G Walker/L Negus Re: Church Hall windows/Re: Request for Funding
160026 SALC Clerk's day a/c £18
160094 SALC Auto-enrolment Pension advice note
160118 SALC SALC book, Contracts amendment, Subs **(circ)**
160124 SALC Smaller Authorities' Audit Appointments - Second Communication **(circ)**
160069/74/82/83/90/117/129 Headway/AgeUK/SARS/K& F VH/EA Air Ambulance/MAGPAS/Kirton PCC
Acknowledgement of grants
160071/72 NS&I A/C 138042655/A/C 138042656 annual statements
160134 Barclays Community a/c to 4 February
160079 Came & Co Alternate insurance quotation for your Charity

Environment

160070 dnmtrees Landscaping and tree work
160075/101 SCC AONB Grants - open for applications/AONB Monthly Update

SALC

160050 SALC LAIS1385 Public Service Ombudsman
160068 SALC CQC inspection of West Suffolk NHS

Other Correspondence

160015	SALC	Buckingham Palace Garden Party nomination
160110	HMRC	Successful Receipt of Online Submission
160121	HMRC	benefits and expenses through your payroll
160059/60/61	D Jacobs/G walker/I Cade	Heartbeat Trust Awareness training.
160039	CAS	New conference for 2016 Village SOS
160067	CAS	A conference to transform your organisation
160089	CAS	Communicate Collaborate Celebrate Online scams
160125	CAS	Meet the speakers! "Communicate Collaborate
160080	Rural Services Network	Disastrous' government grant proposals
160081/100	Port of Felixstowe	Ship 2 Shore January issue
160088	SALC	A strange request..
160035	Broxap	Low Maintenance Stainless Steel Bollards
160040	Rural Services Network	Rural Broadband - January 2016
160062	Rural Services Network	Fuel Poverty - January 2016
160084	Rural Services Network	Rural Housing Spotlight
160111/3	Rural Services Network	Disastrous' government grant proposals/Government faces 'major revolt' over rural funding
160113	Rural Services Network	
160115	Rural Services Network	Rural Opportunities Bulletin
160046/76/98	Rural Services Network	Hinterland w/b 14th Jan/22 Jan/28 Jan/5 Feb
160042	Creative Play	Our Round Timber Range
160047	online playgrounds	Swing safely into spring
160048	Suff Comm Foundation	Dementia Friendly Communities Fund - Apply Now!
160049	Suff Comm Foundation	Sport Relief Community Cash - Apply Now
160051	SCC	another successful year for SportsAid in Suff
160056	Jupiter Play	community leisure space design
160064	Broxap	Bespoke signage solutions
160077	D Jacobs	Heartbeat Trust Awareness training
160091	Broxap	Widest Range of Planters in the UK
160092	EALGA	e-bulletin
160096	SCC	Help shape Sport England's future
160097	Clerk's councils direct	CLERKS' YEARBOOK 2016 NOW ONLINE
160099	KONPAN ltd	Lead and Cadmium Paint Statement
160102	SLCC	AGM & Branch meeting
160105	G Walker	Village Hall improvement consider
160107	Ipswich BC	It's Time To Talk...
160108	S Comm Foundation	Grants Update - February 2016
160109	SCDC	Felixstowe Events Listing - March 2016
160114	Glasdon	Signs and bins catalogue
160116	SCC	2016 Aviva Women's Tour to begin in Suff
160123	Ipswich BC	Join in the #TimeToTalk conversation
160127	P Negus Re:	PC meeting 15th February
160128	Ipswich BC	Ipswich News and Events
160131	Parish Council websites	does your site meet the Transparency Code?
160132	SCC	Keri-Anne Payne launches the Great East Swim 2016
160133	Fenland leisure Products	Playing Safe in time for Spring

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 11th January 2016 at 7.30 pm in the Recreation Ground Pavilion

PUBLIC OPEN FORUM

PRESENT 10 Parish Councillors, Mrs P O'Brien (CC), 1 Parishioners.

The Chairman welcomed back Councillor Colvill, reiterating the Council's condolences on the death of her husband.

1. **Police Report**

Various communications on future of policing (c151093/101, c151141) were noted though appearing to not be immediately relevant to the Parish. Questions were raised about the actual numbers of PCSOs past and present; Mrs O'Brien (CC) offered to look into this. As access police reports was still confusing, Councillor Shaw agreed to circulate the web site on which they can be found.

2. **Parishioners Questions**

The problems arising from traffic congestion through Ipswich through the closure of the A14 (an incident that morning being relevant) was raised, together with an enquiry of what action could be taken. Mrs O'Brien (CC) said she had campaigned about this issue for some years and suggested Parish Councils should write to Highway Authority to record their concerns and co-operation sought through the Port Liaison Committee.. Suggested traffic incident records from Highway Authority and SCC could be researched.

3. **County Councillor's Report**

Mrs O'Brien CC reported (c151191) on her chairmanship of the Police & Crime Panel, which confirmed the appointment of Gareth Wilson as the new Chief Constable. She also referred to the consultation on the future of the Fire and Rescue Services, the successes of the SCC Trading Standards team, giving advice on how to stay safe On-Line; ensure website addresses begin "https", for instance, and on continued improvement in educational attainment.

4. **District Councillor's Report**

Mrs Harvey DC sent a written report (c151174) referring to her disbursement of enabling grants to parishes and funding issues of SCDC. Talks continue on possible devolution with other counties. The new headquarters are going ahead and suggestions are sought for a name. She continues to promote the Speedwatch scheme and more volunteers are needed. Mrs Harvey also made reference to the forthcoming Queen's Birthday and the WI litter pick in March. It was agreed the Parish Council would consider possible options

- for celebrating the Queen's Birthday at its next meeting.
5. **PTLO Report**

Nothing to report

The Chairman closed POF at 8 10 pm and opened Parish Council meeting

PARISH COUNCIL

PRESENT: Messrs A P Hutton, D Jacobs, F H Last, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mrs P M O'Brien (CC) and 1 Parishioner.

1. **APOLOGIES:**

I Cade, S Harvey (FPAAP meeting), Mr P Negus (PTLO)

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 23rd November 2015 having been previously circulated were taken as read, approved and signed, having been amended to include Councillor Livingstone as attending the Planning Committee meeting.

3. **DECLARATION OF INTERESTS**

The Chairman reminded the Councillors of the rules governing Declaration of Interests, highlighting the guidance to be found in Good Councillor Guide, Parish Standing Orders and Code of Conduct, that withdrawal is expected when a DoI is discovered and considered. Best to err on the side of caution.

No interests were declared.

ACTION

4. **MATTERS ARISING**

i) Expenditure forecast Proposed S Livingstone, seconded A Colvill and carried, that the forecast for 2016/17 of £19,032, set out in the attached FINANCE REPORT, is approved.

ii) Precept Proposed A Hutton, seconded M Paul and carried that a precept of **CLERK** £14,995 be requested for 2016/17.

iii) Newsletter Following discussion, agreed that for the time being, publicising **CLERK** a web-site register for email circulation of information should be pursued. Chairman would publish on the website and entries offered. A note on the Register would be put in the Review.

iv) Hastoe/ Housing & Planning Bill Councillor Jacobs agreed to study enquiry **DJ**

(c151029) and circulate response.

v) TW development Representations had been made to Taylor Wimpey though SCC and SCC about the condition of and safety conditions on Back Road due to building operations, to which they had responded (c151076/85) with assurances from TW and SCC that the problems will be addressed. Councillor Livingstone would prepare a draft for circulation for transmission to TW expressing the Council's views on the back Road condition. Councillor Cade had taken up the matter of footpath provision to clarify the issue (c151080). A parishioner had discovered (c151154) that it was proposed that a footway is provided on Falkenham Road, but only between the development and Oakdene. The Council considered this a good idea, providing the width of Falkenham Road was not reduced. It did question whether or not the footway could be extended to the Village Green, again without road width reduction. This did not change the view of the Council about the alternative route to Trimley Road which was a different issue. The Clerk to ask Councillor Cade if he could clarify the matter with TW.

SL

Level 2 is seeking support for detached Youth work (C151184) and had been in contact with TW with a view to the future. Council's view is that it would be worth discussing, but only for Kirton residents. Clerk to respond.

CLERK

IC

CLERK

5. ADMINISTRATIVE MATTERS

i) Town & Parish briefing Notes of the presentations on 16th November (c151059) noted and circulated.

ii) Therese Coffey MP Noted that office in Felixstowe had closed (c151099) and notices posted.

iii) Electoral Register Clerk had received electronic copy for 2016 (c151155).

iv) Fire and Rescue Services Councillor Lickert may attend one of the public meeting to consider Risk Management Plan (c151146/62)..

PL

6. COMMITTEE REPORTS

a) **Planning**

i) FPAAP Council's response to consultation acknowledged by SCDC (c151083/1152).

Councillor Cade was attending Working Group meeting (c151163) that evening

IC

ii) Sizewell C November and December newsletters (c11086/1123/39/59) /received and circulated.

iii) AONB planning event Event on 3rd March (c151169) noted but will not be

attended.

b) Finance

i) Project list An updated project list (attached) and presented.

The Council had been advised that the WI had purchased a projector which would be available for use throughout the Parish at a fee. Proposed D Jacobs, seconded J Shaw and carried that it would be deemed to be a Community Asset and thereby in the ownership of the Parish Council in the event that the WI branch closed.

ii) Invoices Proposed M Paul, seconded, J Shaw and carried that the invoice Suffolk Coastal Norse for £4944.40 (c151103 VG grass cutting) is approved.

iii) Kirton Church Hall Windows The Clerk had confirmed from advice from NALC/SALC (151087/1113/71) that the application from Kirton PCC (c151090) for a grant towards replacement of the Hall windows had to be declined as it contravene exclusions in the 1894 Local Government Act; the Council was not precluded from granting funding towards the planning application, but could not make the application on its behalf. Proposed D Jacobs, seconded M Paul and carried that a grant of £150 be made towards lodging the planning application. **CLERK**

iv) Sector Led Body for audit procurement Proposed D Jacobs, seconded E Young and carried that the council would OPT-IN to the arrangement (c151065), and clerk would advise SALC. **CLERK**

v) Broadband domain The Clerk had renewed the domain with Namesco (c151157) for £16.97.

vi) Broadband The Clerk had been invoiced for the latest monthly usage by The Phone Co-op (c151111) for £22.49; Clerk and Councillor Jacobs to liaise on future provision and set up protection with Kaspersky internet security. **C'K/DJ**

vii) New pension Regulations Advice on new regulations from 2017 (c151143) noted and Clerk will investigate. **CLERK**

viii) Banking Business/Comm a/c statements for Sept - Dec (c151108) received from Barclays.

ix) Grant Appeals received from SARS & DAS (c151148/100); receipt of grants acknowledged by DAS/CAS/Guide Dogs (c151119).

c) Environment & Transport

- i) Closure of Bucklesham Road The closure of Bucklesham Road opposite the White Horse (c151160) from 29th February to 3rd March noted. The Clerk had determined from the contractor that complete closure could not be avoided.
- ii) Community woodlands A seminar on maintenance of woodlands on 27th February (c151060) noted but not to be attended.

d) Recreation Ground

- ii) Charity Commission The Recreation Ground committee had submitted its Annual return (c151096/109) and the latest news bulletin forwarded to J Beer.
- iii) Play Area equipment No responses had been received to the appeal for Parishioner support for the provision of new equipment. Councillor Jacobs offered to take this in hand,

DJ

7. SALC REPORT

- i) LAIS 1384 LAIS on Housing and Spending Review (c151088) circulated.
- ii) Area meeting CEO report and Sizewell Group reports (c151071/98) circulated.
- iii) Referendums Note on referendums on Council Tax (c151137) circulated.
- iv) Clerk's information day Clerk had attended Clerk's workshop (c151078) and gleaned information on the new audit arrangements and Transparency Code funding.
- v) Councillor training Agreed Councillors Livingstone and Colvill should attend training course arranged through Trimley St Martin PC (c151188) during February and March at £20 a session.

CLERK

8. OTHER CORRESPONDENCE

Other correspondence as listed on agenda noted.

9. MATTERS FOR INCLUSION IN FUTURE AGENDA

TW footpath, Defibrillator update, Village communication, Queen's Birthday, Village Green parking.

10. DATE OF NEXT MEETING

Monday 15th February 2016 in the Recreation Ground Pavilion at 7.30 pm
There being no further business the meeting closed at 9.59 p.m.

Signed.....

Chairman

Date.....

COMMITTEE REPORTS

PLANNING

	<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>		
DC15/4944/5 Deben Lodge, Back Lane, Falkenham (listed bldg) Construction of summer house	Neutral	Granted

New applications

DC16/0275 1 Guston Gardens, Kirton
Demolish conservatory. Erect extension to rear, remove
lounge window and build bay under roof overhang.

FINANCE

Cheques written since January meeting.

Headway	£100 (grant)
Suffolk Accident Rescue	£200 (grant)
AgeUK Suffolk	£100 (grant)
MAGPAS	£200 (grant)
Homestart	£100 (grant)
EA Air Ambulance	£200 (grant)
C A Shaw	£274.40 (clerk's salary)
HMRC	£68.60 (paye)
D Jacobs	£20 (Councillor exp)
G J Walker	£82.19 (tree lighting exp)
Kirton PCC	£150 (community grant)

PTLO REPORT

Bus Services- Changes from Tuesday 29th March

Service 179 to Ipswich: This will now run on Tuesdays and Thursdays, instead of Mondays Wednesdays and Friday.

The service to Kirton from Ipswich at 1525 on Saturdays is cancelled, this was never much use as there was no outward journey from Kirton!

A larger (25seat) bus will be used, as it is also required for school journeys to Bucklesham Primary School.

Service 173 Woodbridge-Kirton-Felixstowe: The only change is the cancellation of the 1710 from Woodbridge to Felixstowe on Saturdays, due to lack of patronage. The last bus from Woodbridge on Saturdays will therefore be at 15.55.

New timetables will be available from mid March. Paul Negus February 2016