

**PARISH of KIRTON & FALKENHAM**

Dear Sir/Madam,

**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 19<sup>th</sup> day of September 2016 at 7.30 pm**

Signed **C A Shaw**  
Clerk

To: **All Councillors**

**A G E N D A**

**PUBLIC OPEN FORUM**

1. Police Report (c160759, c16098)
2. Parishioners questions
3. Reports from County Councillor (circ), District Councillor, PTLO (attached)

**PARISH COUNCIL MEETING**

1. Apologies
2. Minutes of meeting held on 25<sup>th</sup> July 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.*
  - i) Dispensations
  - ii) Revised Standing Orders, Code of Conduct
4. Matters arising (correspondence below)
  - i) Horse etc signs
  - ii) VG repairs/footpath sign/TW signs
  - iii) Verge cutting,
  - iv) EAONE/THREE
  - iv) Falkenham notice board
  - v) Smokehouse
5. Administrative matters (correspondence below)
6. Acceptance of written Committee Reports (correspondence below)
  - a) Planning (attached)
    - i) Footpath to Trimley Road
    - ii) FPAAP/TW development
  - b) Finance (attached)
    - i) Budget monitor/Community Projects (attached)
    - ii) Invoices
    - iii) OneSuffolk site
    - iv) Date for Budget Meeting
  - c) Environmental
  - d) Recreation Ground (160855/64) (attached)
7. SALC Report (c160795/819/845/868, c160853, c160867)
8. Other Correspondence (attached)
9. Matters for inclusion in future Agenda
10. Date of next meeting:- Monday 17<sup>th</sup> October 2016 in the R G Pavilion at 7.30pm.

## CORRESPONDENCE

### Police

160759 SALC/Suffolk Police Parish councils and policing **(circ)**  
160798 SALC/Suffolk Police Suffolk PCC & Chief Constable Public Meetings

### Transport

160735 P O'Brien Ipswich Park & Ride  
160822 Suffolk on board Newsletter - September 2016

### Matters arising

160747/53/56/62 SC Services/D Jacobs RE: Grass cutting Kirton Village Green  
160830 G Walker Kirton ward sign & walking map installed **(web)**  
160738772/73/74I Cade/TW RE: Kirton - signage **(circ)**  
160778 I Cade/TW FW: Kirton - signage **(circ)**  
160752 SCC RE: Kirton Village Green - verge cutting  
160730/96 EATHREE Other Environmental Information Notice/Other Environmental Information  
160761 EATHREE Rule 13 and Rule 8(3) Letter notifying of hearings  
160836 Scottish Power Update on EAONE & EATHREE **(circ)**  
160806 Bawdsey PC Wind Farm Info

### Administration

160736 D Jacobs PARISH COUNCIL Fwd: Fw: Suffolk Local Code of Conduct 2014  
160760 SALC/SCC Highways Matters - Edition 8  
160771 G Walker Fwd: Fw: Suffolk Local Code of Conduct 2014  
160809 eastsuffolk eastsuffolk annual Forum 11th November  
160838 S Harvey/SCDC FW: Changes to Tesco Bags of Help grants scheme  
160848 UK Power Networks UK Power Networks: 105 national number

### Planning

160856/72 TW/S Harvey/TW RE: Planning application Kirton  
160861/5 S Harvey/I Cade Footpath/Fwd: Footpath  
160733 east suffolk FW: UK Power Networks: '105'  
160745 Sizewell C July Update - Important Nuclear New Build News **(circ)**  
160808/11/69 Clare TC/Redlingfield PM/P O'Brien FW: Devolution consultation/FW: Devolution: Data  
160783 TW FW: Back Road, Kirton - Road repairs  
160805 I Cade/J Beer Re: Kirton rec fencing

### Finance

160728 HMRC VAT refund £3160.31  
160784 The Pension Regulator Act now – the law has changed  
160787/854 Barclays Community A/C statement Jun-Aug/Business a/c statement Jun -Sept  
160789 BDO Conclusion of audit/audit fee £120  
160829 G Walker/Shepherd Invoice for walking map £404  
160832 Signs express Invoice fro Ward sign £129.60  
160863 one Suffolk Important changes to your onesuffolk website  
160775/860 The Phone Co-op Broadband a/c for July £38.26/August £39.02

### Environment

160764 Wild Days Conservation Opportunity to get environmental work done by our volunteers  
160768826 SCC Volunteer Work Parties/ AONB - Volunteer Work Parties **(circ/ec)**  
160791/823 Natural England Tranche 3 Recommended Marine Conservations Zones **(circ/ec)**  
160814 Tree Council Tree Guardian Update **(circ/ec)**

### RG

160855/64 David Walton/J Beer Football Monthly info

### SALC

160795/819/845/868 Suffolk Coastal area meeting 19 September/Meeting Papers **(circ)**  
160853 FW: LAIS1392-Neighbourhood plans **(circ)**  
160867 Ipad & Iphone device training **(circ)**  
160882 FW: Your Council's views are needed .....

## Other Correspondence

160729	CAS	Nominate someone for a CAS Award!	
160734	CAS	New Volunteer Development Forums   Waveney Parish	
160862	CAS	Training survey   The Queen's Award   Network events	
160731	P O'Brien/SCC	FW: Foxhall recycling centre layout improvements	
160739	eastsuffolk	Aircraft Trials 2 Aug-9 Sept Woodbridge Airfield	<b>(web)</b>
160763	East of England LGA	e-bulletin	
160767	SCC	Year of Walking Summer Update	
160780/16	Ipswich Hospital	Ward sign meet-up yesterday/photos	pl/fl
160788	T Coffey	Parish visit 30th August	<b>(circ)</b>
160813	SALC	FW: Forthcoming Courses	
160844	P O'Brien	Report for 19th Sept	<b>(circ)</b>
160857	T Hatrick	PTLO report for 19th	
160743	SCC	AONB July Update SCH PCs	env comm
160825	SCC	AONB Monthly Update for August SCH	env comm
160839	eastsffolk	September Edition - Coastline Lite	<b>(circ)</b>
160737	Populus Suirveys	Workplace Pensions Advertising Survey	
160757	HMRC	Successful Receipt of Online Submission	
160765	eastsuffolk	Community Funds	
160786	HMRC	Employee information matters	
160800	HMRC	Important information for employers	
160812	HMRC	Expenses and benefits, latest rules	
160824	HMRC	Employee information and your payroll	
160833	HMRC	Payrolling employees' expenses and benefits	
160732	S Livingstone	Violet Gardens named as Paddock Close on plans	counc
160781	D Doggett	Village green	
160807/41	B Canham	Taylor Woodrow - Violet Gardens	
160792	SCDC	DC16/3156 Swiss Farm Remove 11 mature beech trees	counc
160849	S Harvey	RE: Planning application Kirton	
160785	I Cade/TW	RE: Kirton - signage	
160790	I Cade	TW sign,your decision required.	counc
160794	SALC	FW: Local Council EXPO	

## **KIRTON & FALKENHAM PARISH COUNCIL**

### **Minutes of Parish Council Meeting held on Monday 25<sup>th</sup> July 2016 at 7.30 pm in the Recreation Ground Pavilion**

#### **PUBLIC OPEN FORUM**

**PRESENT** 8 Parish Councillors, Mr T Hatrick (PTLO), Mrs P O'Brien (CC), Mrs S B Harvey (DC), 5 Parishioners.

#### 1. **Police Report**

The Council had noted latest advice from the police on how to access police reports, this had shown no crimes in June and a violence incident in May (c160609). A comprehensive report on speeding past Trimley St Martin School had been received from the police (c160671) which showed a disturbing number of speeding offences, even despite presence of police officers.

#### 2. **Parishioners Questions**

A discussion took place with parishioners and The Smokehouse owner concerning an application for a License. The Council had not been advised of this application and agreed that the Chairman, District Councillor and owner would meet and discuss implications of the application.

#### 3. **County Councillor's Report**

Mrs O'Brien reported on the Devolution proposals which had been supported by the County Council. She gave an update on the questioning of the Crime Commissioner Strategic Objectives and Emergency Response. Through her membership of the Health Scrutiny Committee the crisis facing the Health Service in relation to obesity and recruitment were explained. She agreed to seek an update on the proposed changes to the Park and Ride service (c160616). The condition of Innocence Lane and Back Road carriageways was raised and Mrs O'Brien (CC) agreed to take this up again with SCC. TaylorWimpey would be asked by the Council for an update on their undertaking to carry out repairs to Back Road.

#### 4. **District Councillor's Report**

Mrs Harvey (DC) also referred to Devolution and the District Council was to vote on this that evening. Her Community Fund had £6000 to disperse. The proposed footpath between the TW development and Trimley Road is moving forward and hopefully current problems will shortly be overcome.

#### 5. **PTLO Report**

The appointment of Mr Tom Hatrick as PTLO was confirmed and he had nothing to report. Noted that Bucklesham Road would be closed between 1<sup>st</sup> and 8<sup>th</sup> August (c160668).

The Chairman closed POF at 8.40 pm and opened Parish Council meeting.

## PARISH COUNCIL

**PRESENT:** Messrs I Cade, D Jacobs, P J Lickert, M A Paul, S W Livingstone, G J Walker (chair), Mesdames J L Shaw, E A Colvill, Mr T Hatrick (PTLO), Mrs P M O'Brien (CC), Mrs S B Harvey (DC), and 3 Parishioners.

1. **APOLOGIES:**

A P Hutton, Ms EY Choi, F Last

2. **MINUTES OF LAST MEETING**

The minutes of the meeting held on 6<sup>th</sup> June having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

Councillor Paul declared an interest in matters concerning EAONE & EATHREE. (work traverses land in which he has an interest).

Councillor Livingstone declared an interest in matters concerning TaylorWimpey development (issues affecting his property).

**ACTION**

4. **MATTERS ARISING**

i) Horse riding etc signs Councillor Jacobs reported this as in hand.

**DJ**

ii) Village Green repairs Councillors Hutton and Jacobs reported ongoing. The poor condition of grass cutting of the Green would be referred to SCDC

**DJ/AH  
CLERK**

iii) Gravel incursions Rectory Lane had been inspected by Councillor Jacobs and concluded there was no significant problem.

iv) EAONE/THREE Bawdsey PC, co-ordinating PC responses, had invited PC to exchange views (c160595), to which councils had affirmed. Reported that fencing for cable works to go in this autumn, concerns expressed about access for footpaths, bridleways and sewerage works.

v) Village footpath sign Chairman reported progress and consideration being given to fixings.

**GW**

vi) Queen's birthday event The children's event on the RG had been a great success; Mrs Harvey (DC) confirmed costs had been dealt with directly through the RG.

vii) Youth Club Councillor Shaw reported that there had been support for the trial from the younger age group but not from the older ones. A further trial will be considered for September.

5. **ADMINISTRATIVE MATTERS**

- i) Community Action Suffolk Changes to management (c160585/650) noted.
- ii) Engagement forums Proposed forums by east Suffolk in September (c160631) noted.
- iii) Armed Forces Day Date for current year passed (c160681). Supported in future years, but no action proposed.
- iv) Raising Awareness Initiative by SCC (c160688) noted and posters put up.

6. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) TW development Exchanges of correspondence between Cade/Harvey/TW (1681/87/97) on footpath link noted, together with DC progress report above. Request from TW to erect direction sign on village green (c160614/18) referred back through Councillor Cade to determine nature of sign. **IC**

ii) FPAAP Advised by SCDC (c160626) that Development Plan Documents had been submitted to the Secretary of State. Councillor Cade noted that submission was similar to the Core Strategy and agreed no action needed for the time being.

iii) Highway route strategies The review by Highways England of highway trunk route strategies had been circulated by SCC (c160634) for comment and circulated to councillors. A response by Mrs O'Brien (CC) (c160644) on Orwell crossing noted.

iv) Upper Orwell Crossing The consultations on the plans for a new crossing within Ipswich (c160682) noted.

v) Devolution Presentations on devolution proposals for Suffolk, Norfolk and Cambridge (c160691) circulated and noted.

vi) Sizewell C June updates (c160658/702) received and noted.

vii) World of Planning Event circulated (c160611) circulated but not attended.

b) **Finance** (attached)

i) Internal Audit Audit satisfactorily signed off by Heelis and Lodge **C'K/GW/DJ** (c160617/32/36) with comment that Standing Orders are not up to date. Proposed D Jacobs, seconded P Lickert that their report is accepted and Clerk to forward copies of current SO and F Reg and CoC to Chairman and councillor Jacobs for updating.

ii) Budget Monitor/Project List (attached). Village Footpath sign for VG near completion and to be erected shortly. Councillor Shaw to approach D Cope within a budget of £200 to have the replacement Falkenham Notice Board **JS**

erected.

iii) Invoices Agreed the following invoice is approved **CLERK**  
SALC £73.60 10<sup>th</sup> edition Baker LC admin.

iv) Broadband Invoices from Phone Co-op £36.19 (May) and £35.14 (June)  
(c160586/696) noted.

v) Banking Statements for business a/c (Mar-June) and community a/c  
(April-June) received.

vi) Ward sign Councillors Lickert and Last to be approached to attend photo **PL/FL**  
call (c160680) to publicise the completion of the signs for Ipswich Hospital..

vii) Grants Grant to St Elizabeth Hospice acknowledged (c160665).

**c) Environment**

i) Countryside Access Consultation document (c160593/605) circulated for  
consideration.

ii) The Old Maltings Agreed proposals to carry out works on TPO trees at the  
Maltings (DC16/2525) should be left to SCDC environmental officers.

iii) Verge cutting Awaiting update from Mrs O'Brien and SCC.

iv) Private pumping stations Search by Anglian Water for private pumping **CLERK**  
stations (c160796) noted, but nothing known by councillors. Clerk will post  
notices and posters.

**d) Recreation Ground**

Nothing reported.

**SALC**

Nothing to report.

**8. OTHER CORRESPONDENCE**

Other correspondence as listed on agenda noted.

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

Horse signs, VG repairs, Off-shore cabling, Taylor Wimpey signs, Verge cutting,  
Code of Conduct, Standard Orders..

**10. DATE OF NEXT MEETING**

Monday 5<sup>th</sup> September 2016 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10.15 pm.

Signed.....  
Chairman

Date.....



## COMMITTEE REPORTS

### PLANNING

	<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>		
DC/16/2525/TPO     The Old Maltings, Kirton T1 Ash - crown lift by 5m. T2 Scots Pine - crown lift by 5m. T3 Ash - Fell, suppressed by T1 and T2	No Comment	Granted
DC/16/2399/FUL     Innocence Cottage, Innocence Lane, Kirton Building of detached garage to rear	No comment	Granted
<u>New applications</u>		
DC/16/2674             Land rear 16 - 22 Falkenham Rd, Kirton Condition 23 - No contamination	No comment	Granted
DC/16/3156             Swiss Farm, Falkenham Remove 11 mature beech trees	Negative Observations	
DC/16/3231             Land rear 16 - 22 Falkenham Rd, Kirton Variation on conditions on occupation	Object on road/safety issues	
DC/16/3409             The Old Wheelwrights, Falkenham Conversion of barn & stables to dwelling (outline)	No comment Density?	
DC/6/3402             56 Falkenham Rd, Kirton Ss front extension with porch structure & detached garage	No comment	

### FINANCE

#### Cheques written since last meeting:-

C A Shaw	£350	Clerk's salary (July)	(salaries)
SALC	£73	Baker 10 <sup>th</sup> edition	(Misc)
Recreation Ground	£1131.94	VAT refund	(RG)
C A Shaw	£344	Clerk's salary (Aug)	(salaries)
HMRC	£6	PAYE	(salaries)
BDO	£100	Audit fee	(Misc)
VAT paid	£20	Audit fee	(Misc)

#### Income since last meeting:-

Barclays	£2.81	Bank interest
HMRC	£3160.31	VAT reclaim

### ENVIRONMENT

Nothing to report

## **RECREATION GROUND**

**Pavilion :** Still waiting for the floor tiles to be re-laid in lady's toilet after flood problem.

Very poor attendance at KAFY Club trial – awaiting further info from Level 2. Still considering options for upgrading the CCTV system. Gas boiler serviced ready for winter.

### **Play-Area :**

Steve Jacobs from the forge has mended the gate which is now brilliant. Also made repairs to the overhead bars and slide. Steve is also preparing a quote for a new gate to the play area which will be fitted opposite the existing one. TW will be paying for this.

A small committee (3 parents and myself) have had meetings to consider new equipment in the play area. We propose to replace the springy rides and the roundabout. Also install a see-saw, cantilever basket swing and sunken trampoline. We had 5 quotes for the work.

VERTAS has been selected as our contractor. They are a local company connected to Suffolk County Council and do work for many schools in the area. The contract is worth around £24000 plus VAT. Work will also be carried out on existing equipment/surfacing. The edges are being cut back on all the safety surfaces and it is hoped to paint swings, log world and slide over the next month. New seats/chains are being fitted to the swings and 9 of the logs on the log world are being replaced. This will cost around £1200 + VAT and will come out of the Recreation Ground funds.

**Fitness Equipment / Zip wire :** New seat has been fixed on zip wire and some paintwork will be treated before the winter.

**Ground :** There has been much discussion on the 'openness' at the new TW housing development. Suggestions include attaching a wire fence on the bottom 2 rungs of the paddock style fence, and the inclusion of a gate at the TW entrance to the Rec. I have also been talking to Susan Harvey about the possibility of trees (possibly a community orchard) along the newly turfed area to help conceal the 'housing estate'. J Beer September 2016

## **TRANSPORT**

In Septembers of past years, there have been alterations to the buses serving Kirton and new timetables have been issued. I have received confirmation from Suffolk County Council that there are no changes planned for September this year. This is probably good news! Tom Hatrick