

**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 day of **10<sup>th</sup> July 2017** at **7.30 pm**

Signed *C A Shaw*  
Clerk

To: **All Councillors**

**A G E N D A**

**PUBLIC OPEN FORUM**

1. Police Report (correspondence below)
2. Parishioners questions
3. County Councillor's Report
4. District Councillors' Reports (c170791)
5. PTLO report (c170771/84)

**PARISH COUNCIL MEETING**

1. Apologies
2. Minutes of meeting held on 5<sup>th</sup> June 2017
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) School yellow lines (c170790)
  - ii) Village Green posts/finger post (c170795)
  - iii) Public Space orders/Emergency Plan
  - iv) Falkenham notice boards/telephone box
  - v) Verge cutting
  - vi) Parking near Church Lane
5. Assets of Community Value (c170780)
6. EAONE (correspondence below)
7. Neighbourhood Plan (c170733)
8. Administrative matters (c170760)
9. Acceptance of written Committee Reports
  - a) Planning (attached)
    - i) Local Plan/Innocence Farm
    - ii) DC17/2714, 30-34 Falkenham Road, Erection of 2 bungalows
  - b) Finance (attached)
    - i) Budget monitor report
    - ii) Unity Trust banking
  - c) Environmental (attached)
  - d) Recreation Ground (attached)
10. SALC Report (correspondence below)
11. Correspondence (attached)
12. Matters for inclusion in future Agenda
13. Date of next meeting:- Monday 4<sup>th</sup> September 2017 in the R G Pavilion at 7.30pm

## **CORRESPONDENCE**

### **Police**

170712 P O'Brien Public meeting - Chief Constable /Police Comm 2<sup>nd</sup> August (circ)  
170741 Police Connect Chief officer pledges to work with all our communities  
170713 Suffolk Police SNT Newsletter June 2017 (circ)  
170700 Police Connect 1 in 3 burglaries are because homes are left insecure (circ)  
170714 Police Connect HMRC scam warning (circ)  
170773 Police Connect Security advice issued after caravan thefts (circ)

### **District Councillor**

170791 S Harvey FW: My July Report (circ)

### **Transport**

170771 SCC Suffolkonboard.com Newsletter - July 2017  
170784 T Hatrick Update on Park & Ride

### **Matters arising**

170790 SCC Problem Report 00174199 Logged  
170795 SCC County Council Problem Report 00174283 Logged

### **Assets of Community Value**

170680 G Walker Assets of Community Value - consideration for PC (circ)

### **Neighbourhood Plan**

170733 G Walker Fwd: Minutes  
170717 G Walker/eastsuffolk Re: Help needed

### **EAONE**

170780/82 G Walker/SCTP Renewables meeting with K&F PC 28th June tsm pc  
170787 TS Martin PC Scottish Power  
170699 eastsuffolk Various 30mph temporary speed restrictions (circ)  
170749 SCC FW: Various Parishes, Various Roads (July-Dec 2017) (circ)

### **Administration**

170760 SCC Information from Network Assurance - roadworks.org (circ)

### **Planning**

170722/83 SCDC Development Management Contact List 1.7.17 (circ)

### **Finance**

170753 Heelis & Lodge Internal audit report (attached)  
170715 Phone Co-op May a/c £41.11  
170726 D Line8 June Salaries  
170735/39 G Walker/D Lines Re: PARISH COUNCIL ANNUAL RETURN AND WEB SITE  
170696 Barclays Community/Business a/c statements DL  
170715 Phone Co-op May a/c £41.11

### **Environment**

170764 SCC AONB Monthly Update June 2017 SCH  
170775 S Harvey/SCC Innocence Lane hedge env comm (3 emails)  
170794 eastsuffolk Suffolk Tree Wardens (circ)

### **SALC**

170705 SALC Information Bulletin w/c 5 June 2017 (circ)  
170731/38 SALC Information Bulletin w/c 19 June 2017 (circ)  
170710 SALC Forthcoming Courses at SALC  
170729 SALC AONB Report from Cllr Neil Winship for SC area meeting

## **Other Correspondence Circulated**

170765	Hutchinson's Ports Ship2Shore Latest Edition	(circ)	
170698	Hutchinsons port Another Record Breaker at the Port of Felixstowe	(circ)	
170689	Police Connect Statement following London Bridge terror attack	(circ)	
170695	Police Connect Summer campaign to target drink & drug driving	(circ)	
170674	D Jacobs/M Paul etc Re: Defibrillator replacements	(circ)	5 emails
170690	EAONE Windfarm pre-enabling and construction public events	(circ)	
170687	G Walker/I Cade Fwd: Minutes and publicity documents	(circ)	2 emails
170500	G Walker/Counc Follow up to presentation to Kirton & Falkenham PC	(circ)	11 Emails
170683	eastsuffolk Invitation to two Greenprint Forum events	(circ)	
170684	eastsuffolk Military exercise 14 and 16 June 2017	(circ)	
170691	eastsuffolk London Bridge terror attack / Weather update	(circ)	2 emails
170723	Rural Services Network Rural Residents - we want to hear your views!	(circ)	
170708	Police Connect Felixstowe collision appeal	(circ)	

## **Other Correspondence Not Circulated**

170694	Police Connect School Liaison PCSOs having a positive impact		
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170719	Police Connect Neighbourhood Watch week		
170730	Police Connect National Neighbourhood Watch Week 2017		
170745	Police Connect Missing man's family issue appeal – Nigel Kedar		
170732	T Brown H&L Draft Internal Audit Report		
170685	CAS Celebrate the heroes in your community! CAS Awards		
170697	British Legion FW: Remembrance survey from The Royal British Legion		
170676	mickalison Re: Potential development of Innocence Farm Kirton		
170703	eastsuffolk Military exercise 14 and 16 June 2017		
170743	CAS RE: Kirton & Falkenham PC Insurances jb		
170672	S Comm Foundation Grants Update - June 2017		
170675	S Comm Foundation Grants Update - Funding Fairs		
170677	P Lickert RE: Apologies		
170688	S Harvey Apologies and statement on Neighbourhood plan		
170716/25/61/64/70	Scottish Power RE: SPR presentation to Kirton & Falkenham		gw/ic/dj/sl
170751	HMRC VAT query		
170686	P O'Brien Apologies for 5th; no report		
170693	CAS Community Buildings update: 2017 Conference   2017 Survey		
170772	CAS Latest news   New events for volunteer coord		
170701	EELGA East of England LGA e-bulletin		
170706	S Harvey June District Cllr Report pr		
170720	CAS Village Halls news   Who deserves a CAS Award?		
170721	eastsuffolk Parliamentary General Election - Results Notice		
170724	HMRC Successful Receipt of Online Submission		
170727	I Cade Re: Fwd: RE: SPR presentation to Kirton & Falk		
170734	eastsuffolk Disability Forum		
170737	CAS Agenda announced: Suffolk Village Halls and Comm		2 emails
170742	Scottish Power SPR presentation to Kirton & Falkenham Annual		gw/ic/sl
170746	HMRC Important information for employers		
170747/48	G Walker/S Livingstone RE: SPR presentation to Kirton & Falkenham Annual M		2 emails
170750	one life suffolk Summer 2017 Health Walks Brochure		
170752	east suffolk econsultation		
170755	Hutchinson's Ports World's Largest Container Ship calls at the Port		
170759	CAS 3 weeks to go! Book now for the Suffolk Village Halls		
170766	D Jacobs Re: PARISH COUNCIL MEETING 10TH JULY		
170768/69	D Lines RE: PAYE/RE: June Salaries		
170763	G Walker Re: BBQ on VG 8th July request FoKC		

**KIRTON & FALKENHAM PARISH COUNCIL**

**Minutes of Parish Council Meeting held on  
Monday 5<sup>th</sup> June at 7.30 pm in the Recreation Ground Pavilion**

**PUBLIC OPEN FORUM**

**PRESENT** 10 Parish Councillors, Mr T Hatrick (PTLO), Mr D Lines (RFO), Mrs S B Harvey (DC), 4 Parishioners.

1. **Police Report**

Neighbourhood Team Report (c170596 circ) recorded a break in of the Deli café during May. Also received were Speed Watch Stats for April & May (c170597 circ) which recorded 11 infringements in Kirton.

2. **Parishioners Questions**

A question was raised about the status of the Innocence Farm proposals. Councillor Cade explained the current position from the original engineering appraisal to the recent Scoping application. The Council continues to monitor it and much will depend on the outcome of the Local Plan release in August.

3. **Neighbourhood Plan**

Mr Jon Fothergill introduced his plans for a parish meeting in July together with SCDC representatives which would aim to establish a parameters for such, and collect views and opinions. Two meeting of a steering group had already been held (c170653/660 circ) seeking, inter alia, funding from the Council. Following discussion, proposed I Cade, seconded D Jacobs and carried with 7 for, 1 abstention and 1 undecided that the Council would “support a 1 day consultation meeting, support funding the meeting but it should be held after the publication of the Local Plan scheduled for August“.

4. **County Councillor’s Report**

Having forwarded her apologies Mrs O’Brien had nothing to report.

4. **District Councillor’s Report**

Mrs Harvey (DC) having arrived at 8.20 pm, reported on her discussions (c170688) with SCDC on the value of an initial neighbourhood plan meeting, DC support for Broadband, the new Council offices, women’s cycle tour in East Anglia and Armed Forces Day.

5. **PTLO Report**

Mr T Hatrick had nothing new to report apart from changes to Park & Ride services (c170586) which were due in July.

## PARISH COUNCIL

**PRESENT:** Messrs I Cade, A P Hutton (8.20pm), D Jacobs, F H Last, M A Paul, S W Livingstone, G J Walker (chair), Ms EY Choi, Mesdames J L Shaw, E A Colvill, Mr T Hatrick (PTLO), Mrs S B Harvey (DC 8.20pm), 4 Parishioners.

1. **APOLOGIES:**

P J Lickert, Mrs P O'Brien (CC)

2. **MINUTES OF LAST MEETING**

The minutes of the APCM meeting held on 8<sup>th</sup> May 2017 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

None submitted

**ACTION**

4. **MATTERS ARISING**

i) School yellow lines Ongoing

ii) Village Green posts Ongoing

iii) Public Space Protection Orders Having sent apologies Councillor Lickert had reported (c170677) that further action awaits coming in force in October. He had attended a refresher course on Emergency Planning and has plans to establish 4 centres in the Parish.

iv) Falkenham Notice board Anticipate erection in August.

**JS**

v) Grass cutting complaint SCDC had responded (c170609 circ), apologised and reseeded is planned. Clerk to ask which verges SCDC see as included in its contract.

**CLERK**

5. **VILLAGE SHOP** Support is being sought through a stall at the village fete and through an article in the Review. Funding from the TW development and Community budget is expected to be available.

6. **FALKENHAM TELEPHONE BOX** Councillor Shaw has this in hand to contact BT.

**JS**

7. **ASSETS OF COMMUNITY VALUE** Chairman had researched process (c170680 circ) and agreed White Horse PH should be considered. Informal approaches will be made to current licensee. Item for next agenda.

**CLERK**

8. **EAONE/THREE** Responses had been received to queries (c170584/629 circ) **CLERK** and agreed weeks beginning 19<sup>th</sup> and 26<sup>th</sup> June with the exception of 21<sup>st</sup> and 30<sup>th</sup> be suggested to Joanna Young for a meeting with construction staff. Responses had been made to observations from parishioners on alternative routes for traffic (c170558 circ) and interference with a badger sett (c170608).

9. **COMMITTEE REPORTS**

a) **Planning** (attached)

i) **Planning applications** The following were considered

- |            |  |                           |
|------------|--|---------------------------|
| DC/17/2003 | 50 Falkenham Road, Kirton<br>Combine living space of 48 & 50 with extensions | No objection <b>CLERK</b> |
| DC/17/2087 | 2 Grays Orchard, Kirton<br>Side and rear extensions                          | No objection <b>CLERK</b> |
| DC/17/2240 | 43 Church Lane, Kirton<br>Erection of part two/single storey side/rear ext.  | No objection <b>CLERK</b> |

ii) **Local Plan/Neighbourhood plan** Councillors Cade and Shaw had provided feedback on the meeting held by SCDC on the Local Plan (c170649/663 circ). The earlier resolution on Neighbourhood Plan support was accepted.

iii) **Adastral Park** The response from Mrs O' Brien to the latest application on Adastral Park (c170589 circ) was noted. Proposed M Paul, seconded I Cade and carried that a brief letter of support should be sent to SCDC. **IC/C'K**

iv) **econsultation** Clerk would make the necessary registration (c170647).

v) **Foxborough Farm** Consultation on this waste disposal site via Mrs O'Brien (c170646/52 circ) noted.

b) **Finance**

i) **Audit Annual Return** Governance Statement for 2016/7 approved and signed **CLERK** by Clerk and Chairman. Accounting Statements for 2016/7 approved and signed by RFO and Chairman.

ii) **Unity Trust Bank** D Lines (RFO) had completed negotiations to open an account with Unity Trust Bank and having received necessary signatures would forward to the Bank on the 9<sup>th</sup> June. A cheque for £500 provided as opening balance. **DL**

iii) Budget monitor D Lines (RFO) provided statements of accounts (attached) to 4 June 2017 and would investigate further budget monitoring. D Lines gave notice of change of email address.

**DL**

iv) CAS membership A donation of £25 had been made to secure membership and membership confirmed (c170591/631).

v) Invoices The following invoices were approved.

C A Shaw	£312.00		Clerk's salary April
D J Lines	£80.99		RFO salary April
K & F RG	£2250.00		½ yr grant
C A Shaw	£154..19		Clerk's expenses to 31/3/17
G Walker	£43.42	£7.24 vat	Annual Meeting expenses
Scribe 2000	£154.20	£25.70 vat	Software licence
K & F PC	£500		Unity Bank opening balance
C A Suffolk	£25.00		Voluntary donation
D J Lines	£80.79		RFO salary May
C A Shaw	£312.00		Clerk's salary May

**c) Environment**

i) Out of control dogs A letter had been sent to the owner of Swiss Cottage (c170583) requesting the dogs were kept under control. As no reply had been received the matter can now be referred to the police.

**d) Recreation Ground**

i) West side ditch SCDC having reported a complaint of fly tipping in the ditch on the west side of the RG (c170624), the Clerk had provided an opinion on the boundaries associated with the ditch and the matter had been referred by SCDC to the Environment Agency (c170640).

ii) Gate from The Paddocks to RG Councillor Jacobs together with J Beer had been researching options for a gate to the RG and a quotation had been obtained from Secure-a Field.(c170655 circ). Eventual cost could be in the region of £800 - £1000, which will need to be discussed with TW. Agreed to refer to next meeting.

**DJ/JB  
CLERK**

10. **SALC**

i) Area meeting Area meeting on the 19<sup>th</sup> June (c170648 circ) noted but cannot be attended.

ii) LAIS Receipt noted of latest

LAIS1399 Neighbourhood Planning Act 2017 (c170612 circ)  
LAIS 1400 Precept Data 2017-18 (c170634 circ)

11. **OTHER CIRCULATED/UNCIRCULATED CORRESPONDENCE**

Other circulated and un-circulated correspondence as listed on agenda noted.

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

Local Plan, Innocence Farm, EAONE, Parking near Church Lane junction,  
VG sign post.

10. **DATE OF NEXT MEETING**

Monday 10<sup>th</sup> July 2017 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/17/1567	34 Falkenham Road, Kirton Single storey garage.	Object; over- development. St scene spoilt	Granted
DC/17/2003	50 Falkenham Road, Kirton Combine 48 & 50. Replace existing ext with larger ext rear and side	No objection	
DC/17/2087	2 Grays Orchard, Kirton 2 Storey side extension, single storey rear ext	No objection	
DC/17/2240	43 Church Lane, Kirton Erection of part two/single storey side/rear ext	No objection	

### New applications

DC/17/2714	30, 32 and 34 Falkenham Road, Kirton Erection of 2 No bungalows with integral garages		
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### FINANCE

Cheques written since June meeting:-

c1410	D Lines	£80.79	RFO salary
c1411	C A Shaw	£312.00	Clerk salary
c1412	HMRC	£294.60	Qtly PAYE

### ENVIRONMENT

John Beer and I awaiting response from TW regarding the play area fence and gates leading to Paddock Close. D Jacobs June 2017

### RECREATION GROUND

**Pavilion** :. All Ok in pavilion. Getting a lot of use at the moment with meetings, parties and weekend events. Have received a quote for £8900 to replace all underground pipes – awaiting another. Suspect we will have to wait until next year and hope there are not too many flooding disasters this winter! 3 days of redecoration due at end of July.

**Play-Area** : New equipment proving very popular. Still a small amount of painting to do before

the winter. With all the new equipment now installed, we are thinking of extending the CCTV to that area to catch any vandals in action. This will need cabling underground over to the play area.

**Fitness Equipment / Zip wire :** Paintwork touching up on the fitness equipment will be done in the summer.

**Ground :** Taylor Wimpey have received our letter requesting certain actions at the boundary before they leave the site. Response expected W/C July 3<sup>rd</sup>. 3 quotes received to replace the floodlights (approx. £6000 + VAT). Seeking grant from SCDC Open Play Space (Sports) scheme. This will come to the Parish Council for approval at the August meeting. We hope to get the work done early September.

Defibrillator had its first outing in last week of May. An incident in Alley Road caused the defib machine to be collected as directed by the Ambulance service and taken to site of problem. In the end it was not used but nice to know it may have saved a life ! J Beer June 2017