

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 **8th** day of **July 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 10th June 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. Matters arising

i) Grit bins	ii) Schools Liaison meeting
iii) Dog fouling	iv) Training
v) Foot-way to school	vi) EAONE/THREE
vi) VG pot hole	vii) Mobile PO
5. Administrative matters
 - i) Correspondence below
6. Data protection update,
7. Quiet Lanes.
8. Planning (attached)
 - i) Local Plan –Professional services scope/ financial commitment”
Hearings attendance.
 - ii) DC/19/2351 Manor Farm Barn, 2 Struston Mead, Kirton
Insertion of conservation rooflights to SW
elevation in lieu of existing windows
DC/19/2502 B & M Concrete, Back Road, Kirton
Extension to ancillary commercial building
 - iii) Correspondence below
9. Finance (attached)
 - i) Financial reports/Budget monitor
 - ii) Audit update
 - iii) Correspondence below
10. Environment
 - i) Burnt House Lane oak TPO,
 - ii) Correspondence below
11. Recreation Ground
12. SALC Report
 - i) Correspondence below
13. Other Correspondence
14. Matters for inclusion in future Agenda
15. Date of next meeting:- Monday 9th September 2019 in the RG Pavilion at 7.30pm.

CORRESPONDENCE

Police

190766 SCC PCC invites residents to have their say about policing **(circ)**
190754 R Partridge RE: KIRTON PARKING PROBLEM

Matters arising

190670/73/49 SCC Parish liaison meeting 25th June
190685 R Osborne SALC training courses
190732 PO RE: MOBILE PO **(circ)**
190661 D Jacobs/J Beer Pot Hole

Administration

190683 CAB AGM 16th July
10758 suffolk cloud website accessibility

Planning

190747 I Cade For review - quite urgent and important K & F PC **(circ)**
190741/44 I Cade RE: K & F PC authorisation process.
190723 I Cade Details of hearings **(circ)**
190765 I Cade PC participation in the Inspector's Hearings
190694 Tr St Martin PC Response from Richard Kerry and Melissa Allen
190665 SCC RE: 32/34 Falkenham Road, Planning ref
190676 eastsuffok ENF/2019/0260/COND 32 Falkenham Rd **(circ)**
190725 P O'Brien to es 2700 houses application

Finance

190767 G Walker Finance report for next meeting **(circ)**
190762 I Cade K&FPC expenses claim

Environment

190679 eastsuffolk Plastic Action Champions
190743 SCC AONB Monthly Update for June 2019

SALC

190680 SALC Latest SALC E-bulletin 14 June 2019 **(circ)**
190761 SALC Latest SALC E-bulletin 28 June 2019 **(circ)**
190759 SALC Village of the Year 2019 - deadline 21st July 2019
190760 SALC per SCC Ipswich Northern Route news release : **(circ)**

Other correspondence

190710	P O'Brien	Visit of Police Commissioner to Woodbridge	
190677	eastsuffolk	Clean Air Day - 20 June	
190717	G Walker	Pay slip for June	
190748	eastsuffolk	RE: Suffolk Coastal Local Plan Examination	
190695/97	Tr St Martin PC/Grp	FW: KATCAG Involvement	
190720/26/37	Tr St Martin PC	Statement by KATCAG	
190701/04	Tr St Martin PC/Grp	FW: Code of Conduct - implications for the relationship	
190708/13	Tr St Martin PC	Cross Boundary Group - the way forward	
190718/22/33/39/45	Tr St Martin PC	Cross Boundary Group - Meeting	
190675/24	Tr St Martin PC	Inspector's Hearings	
190734	Tr St Martin PC/I Cade	RE: Thoughts on engagement of Planning Consultant etc.	
190735	Tr St Martin PC	Innocence Farm - extraordinary Meetings	
190682	SALC	SALC Clerk Networking - correct date 19 July	
190684	NALC	Annual Conference 2019 28/29 October	
190702/678	NALC	NALC Newsletter	
190693	NALC	Star Council Awards 2019	
190712	NALC	Chief executive's bulletin (circ)	
190698	SALC	Introduction to project management	
190705	SALC	Post-election co-options - CLARIFICATION	
190711	SALC	FREE Information session: Cyber Security (circ)	
190721	SALC	Suffolk Community Awards	
190648/49	M Paul to G Harding	Parish Council meetings	
190651	Felistowe Forward	Final Reminder - Felixstowe Horizons	
190653	east suffolk	East Suffolk Business & Community Awards 2019	
190654	FACTS FACTS	AGM 8th July	
190659	M Allen per MP	FW: Parish Council meetings	
190660	Sizewell C	Sizewell C Project Update June 2019	
190663	Kier for Highway Agency	Overnight road works starting 26 June: A 14 westbound	(circ)
190664	east suffolk	Thank you for emailing the Electoral Services Team	
190666	suffolk cloud	Fwd: Digital accessibility	
190669	S Livigstone to TW	RE: Violet Gardens	
190674	J Beer to G Walker	Re: Chief executive's bulletin - RG CCTV	
190687	able community care	Free 'Do not knock' door stickers	
190688	eastsuffolk	RE: KIRTON & FALKENHAM PC VACANCY	
190696	G Walker	Fwd: ICO - Application confirmation ICO:00012066056	
190703	S Livingstone to TW	Re: Violet Gardens	
190706	SCC	'Landscapes for Life' 2019	
190707	CAS	Volunteering Conference - great success	
90750	R Kerry//M Allen	DC Reports for 8th July	(circ)
190729	Hutchinsons ports	ONE chooses PARIS to provide 1 more efficient	
190731	CAS	Village Halls and Community Buildings Newsletter:	
190753	SCC	Your record on Suffolk InfoLink	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 10th June 2019 at 7.30 pm in the Recreation Ground Pavilion

PARISH COUNCIL

PRESENT: Messrs I Cade, J Fothergill, A P Hutton, D Jacobs, M A Paul (chairman), Ms EY Choi, Mesdames E A Colvill, J Durrant, J L Shaw, Mr T Hatrick (PTLO), Mr R Brunt (Tree Warden), Mrs P M O'Brien (CC), and 1 Parishioner.

1. **APOLOGIES:**

P Lickert, D Jacobs, G Walker (RFO), Police, District Councillors

2. **MINUTES OF LAST MEETING**

The minutes of the Annual Parish Council meeting held on 13th May 2019 having been previously circulated were taken as read, approved and signed.

3. **OUTSTANDING ACCEPTANCES OF OFFICE**

Mr D Jacobs absent from the APCM completed an Acceptance of Office declaration which was signed and approved.

4. **DECLARATION OF INTERESTS**

Councillors were reminded that Declaration of Interests had to be submitted East Suffolk. No new declaration of interest were declared.

5. **PUBLIC OPEN FORUM**

PRESENT 8 parish councillors. PTLO, Tree Warden, County Councillor and 1

1. **Police Report** Web site showed no new incidents in Kirton/Falkenham.

2.. **Parishioners Questions** Nothing raised

3. **County Councillor's Report** Mrs O' Brien (CC) outline the 5 new policy areas to be adopted by the CC; to use more CC land for housing, cut carbon emissions, protect vulnerable adults and children, improve Suffolk roads and raise educational standards. She gave updates on cross co-operation with other authorities, the Children's Services which had been given an Outstanding Grade by Ofsted, the Fire Service and the Highways Community Self Help scheme. A discussion developed on the suggested Orwell Green Garden Village and the proposals for 40/50mph limits through Martlesham both of which she opposed and would be putting to the County Council.

4. **District Councillor's Report** The two new District Councillors, Mr R Kerry and Mrs M Allen, had been invited but were unable to attend; the Chairman would discuss this with them to seek regular reports.

5. **PTLO Report** Mr Hatrick referred the Council to his Review report which noted that government funding had been again reduced and a review may affect Kirton buses as being done on a use-age basis, but there will be no changes before 30th August.
6. **Tree Warden Report** Mr Brunt gave an update on trees on the VG and others under TPO..Agreed a safety inspection of trees on the VG should be undertaken.

6. **MEETING DATES 2019/2020**

2019	2020
July 8th	January 6th
September 9th	February 10th
October 28 th	March 9th
November 25th	April 20th Annual Meeting
	May 11th Annual Parish Council meeting
	June 15th

ACTION

7.. **MATTERS ARISING**

- i) Grit bins The Clerk had finally obtained the signatures of the neighbours and could now submit the application for the 2 new bins in Falkenham. **CLERK**
- ii) SID The first results had been recorded (c190565) which showed an average speed of 29.4 mph, the average over-limit speed being 33mph; although one speed of 50mph had been logged.
- iii) Schools Liaison meeting Councillor Fothergill will be attending on 25th June. **JF**
- iv) Dog fouling Dog fouling on the RG continue to be an issue and agreed in he first instance the view was that more prominent signs are needed before the possible introduction of “dogs on leads” regulation. **RG**
- v) Training Clerk reminded Councillors, particularly those new, of training opportunities **COUNC**
- vi) Footway to school Clerk to put a report to SCC to have the path cut back. **CLERK**
- vii) EAONE/THREE Councillor Paul reported on re-instatement works.
- viii) Data Protection On going in the absence of the RFO. **GW**
- ix) Falkenham Councillor vacancy Mr Ryan Osborne of 23 Meadowlands had put himself forward to fill the vacancy (c190601) and having introduced himself, retired form the meeting while Councillors considered his application. Proposed D Jacobs, seconded A Colvill and carried unanimously that he be elected. Having returned Mr Osborne was welcomed to the Council and signed Acceptance of Office Form. Clerk would advise East Suffolk electoral office. **CLERK**

7. **ADMINISTRATIVE MATTERS**

i) Travellers The arrival of travellers on the Trimley picnic area had resolved itself without the need for further action.

ii) Mobile Post Office Mrs Harvey having spoken to the mobile PO in Waldringfield (c190569) agreed Clerk would contact the address given to see if it can be made available to Kirton.

CLERK

iii) VE Day events Circular about commemorating VE Day on 8th May 2020 (c190579) from Bruno Peak noted for future consideration.

8. PLANNING

i) Final Local Plan Councillor Cade gave an update on the current position. There was no news on the hearing questions, though these can be expected in the next few weeks (c190605). A request for representation at the hearing (c190550) had been submitted to East Suffolk. The cross boundary group has been active with discussions and meetings on the appointment of professional help and funding. He confirmed the Council's agreement to its allocation of £14000 from reserves of £21,000; other Councils are making their own provisions. KATCAG funding is matter for that group. Advice from SALC/NALC (c190549/559/570) on relationships with outside groups had been sought and responses noted. The documents posted by Trinity College (c190548) are being assessed.

ii) Planning applications

*DC/19/1960 The New House, Old Vicarage, Falkenham
Proposed garage conversion to kitchen and alterations.
New vehicular entrance.*

Objection agreed as trees not located accurately enough to consider new entrance proposal.

CLERK

*DC/19/2083 The Old Maltings, Trimley Road, Kirton
Cut down 3 Holly trees.*

Objection agreed as no plans provided of tree location.

CLERK

iii) 32 Bucklesham Road, Kirton Agreed East Suffolk Enforcement Officer should be advised that wall currently being built is not in accordance with the approved plans as it is beyond the agreed fence/hedge line on the plans.

CLERK

iv) Sizewell C Scoping notification (c190585) noted.

9. FINANCE

i) Financial reports/budget monitor Attached reports circulated, approved, checked by Councillor Choi and signed by the Chairman.

ii) Audit report Report from Hellis (c190578) received and presented. Report contained a recommendation that reclaim of VAT for Recreation Ground be discussed with HMRC. Clerk explained this had been raised with HMRC on S

CLERK

two occasions in the past which confirmed the process, and a recent directive had stipulated the need to claim separately. Clerk would discuss with Heelis. Proposed EY Choi, seconded J Shaw and carried that Audit Report be accepted.

iii) Web site contact form Agreed Council should pay £40 IOC registration fee (c190630) as RG cctv is involved. **GW**

10. **ENVIRONMENT**

i) National flood and coastal erosion Draft consultation documents (c190592) noted.

ii) Village Green Report of pot hole developing around drop post noted. **DJ**
Proposed J Shaw, seconded I Cade and carried, a budget of £200 be allocated to investigating and repairing defect.

11. **RECREATION GROUND**

Nothing reported.

12. **SALC REPORT**

i) Area meeting Meeting on 3rd June attended by Councillor Licket; minutes of previous meeting (c190594) circulated.

ii) Bulletin Bulletin of 20th May (c190572) circulated.

13. **OTHER CORRESPONDENCE**

Other correspondence as listed on agenda noted.

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

Data protection, Burnt House Lane oak TPO, Quiet Lanes

15. **DATE OF NEXT MEETING**

Monday 8th July 2019 in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 9.38 pm.

Signed.....
Chairman

Date.....

REPORTS

PLANNING

		<u>PC</u>	<u>SCDC</u>
<u>Existing applications</u>			
DC/19/1389 Withdrawn	Croft Farm, Innocence Lane, Kirton Conversion, alteration & extension to link two barn and create a single residential property.	No Comment	
DC/19/1693	8 The Bungalows, Falkenham Proposed single storey rear extension.	Question Light loss	Refused
DC19/1748	22 Burnt House Lane, Kirton 1 st floor extension, new gable to rear, replace all windows.	No Comment	Granted
DC19/1960	The New House, The Old Vicarage, Falkenham Proposed garage conversion to kitchen and alterations. New vehicular entrance.		
DC/19/2083/TPO	The Old Maltings, Kirton	Cut down 3 holly trees	
<u>New applications</u>			
DC/19/2351	Manor Farm Barn, 2 Struston Mead, Kirton Insertion of conservation rooflights to SW elevation in lieu of existing windows		
DC/19/2502	B & M Concrete, Back Road, Kirton Extension to ancillary commercial building		