

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 **12th** day of **June 2022** at **7.30 pm**

Signed C A Shaw
Clerk

AGENDA

1. Apologies
2. Minutes of the APCM meeting of 15th May 2022 and Annual Meetings 17th April 2023.
3. Declarations of Interest
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. **PUBLIC OPEN FORUM**
 1. Police Report
 2. Parishioners questions
 3. County Councillor's/District Councillors Reports
 4. PTLO/Tree Warden Reports
5. Matters arising
 - i) Declarations _ Office/ROI
 - ii) Rectory Lane sign (230553,230566)
 - iii) Dog bins (230587)
 - iv) VG tree survey
 - iv) Pizza sales
 - v) EAONE/THREE
 - vi) Road signs (230532,230575)
6. Dates for meetings 2023 – 2024
7. 20's Plenty (230533, 230545/6)
8. Community Workshop (230536)
9. Finance
 - i) Financial reports (230597)
 - ii) Audit (230597)
 - iii) GDPR (230570)
 - iv) Correspondence
10. Planning (attached)
 - i) Planning applications DC23/0756
Levington Water extraction proposal
 - ii) LALC meeting 20th July 2023 (230578)
 - iii) Correspondence
11. Environment
 - i) Alley Road hedge (230562)
 - ii) ESC waste management (230539)
 - iii) Correspondence
12. Recreation Ground
 - i) Accounts 2022/3 (230561)
13. SALC (see correspondence below)
 - i) Training
 - i) Area Forum
 - iii) Correspondence
14. .Matters for inclusion in future Agenda
15. Date of next meeting:- To be agreed

CORRESPONDENCE

Police

230557 Police Connect Constables County out now circ

POF

230537 T Hatrick Buses.
230584 SCC We are looking for feedback from people who use th/circ rural transport th

Matters arising

230553 D Jacobs Village Sign. circ 3 emails
230566 SCC RE: Fingerpost Issue - Bucklesham Road, Kirton circ
230587 J Durrant Dog Poo Bin - Park Lane 2 emails
230532 ESC RE: Street sign problem circ
230575 SCC Report 376430 Capel Hall Lane, Trimley St Martin

Administrative Matters

230533 20's Plenty 20's Plenty for Suffolk - Briefing and webinar invitation circ
230545/6 S Mowles/JF 20's Plenty for Suffolk - Briefing and webinar invitation circ
230536 FPCP Felixstowe Peninsula Community Partnership – represens 2 emails

Finance

230599 G Walker KFPC Finance report for June now available circ
230597 G Walker to SBA Kirton & Falkenham PC - AGAR 22/23
230570 G Walker K&F PC GDPR & Cybersecurity refresher circ
230569 Right At Home The Right Care

Planning

230521 ESC RE: Public Access Notification - DC/23/1577/LB 8 emails
230543/58/9 J Fothergill/Counc Fwd: Further thoughts on DC/23/0756/FUL 5 emails
230578 Felixstowe port Port of Felixstowe LALC delegates
230581 Felixstowe port Local Authority Liaison Committee (LALC) Meeting
230564 Scottish Power East Angle Newsletter Summer 2023

Environment

230562 E Fletcher Overhanging hedge dj
230539 ESC Forthcoming new arrangements for Waste Management ES circ
230517 SCC Temporary Footpath Closure - Falkenham FP17 - 12/06/2023 circ
230512 S Wildlife Trust New Community Wildlife Courses with Suffolk Wildlife Trust
230560 SCC News from the AONBs
230579 Tree Council Branching Out - May update from The Tree Council

Recreation Ground

230561 J Beer Recreation Ground Accounts gw

SALC

230542 SALC SALC area forums - June 2022 pl
230572 P Lickert Fwd: SALC area forums - June 2022
230583 SALC Joint area forum - Tuesday 6 June - speaker announced 3 emails
230577 SALC AGM - Wednesday 19 July 2023
230565 SALC Training bulletin 23rd May 2023
230525 SALC Training bulletin 16th May 2023
230586 SALC Climate forum - next date 6 June 2023 1 pm
230524 SALC NEWS BULLETINs - 15th May 2023/22nd My
230568 SALC NEWS BULLETIN - 30th May 2023 circ
230595 SALC NEWS BULLETIN - 5th June 2023 circ
230528/230551/230574 NALC NEWSLETTER
230530/230554/230553 NALC CHIEF EXECUTIVE'S BULLETIN

Other Correspondence

-230514	J Fothergill	RE: Unity authorisations please	
230585	Plusnet	Your bill is ready to view £37.39	
230518	Police Connect	Hollesley Bay prison absconder – Cameron Jones	
230519	Police Connect	Operation Sceptre week of action	
230529	Police Connect	Felixstowe - Shed burglary	
230555	Police Connect	Twenty people arrested during week of action to tackle knife crime	
230567	Police Connect	Hollesley Bay fail to return – Shane Stanley	
230515	SCC	Suffolkonboard bus timetable updates	
230538	SCC	Suffolkonboard bus timetable updates	
230588	SCC	Suffolkonboard bus timetable updates	
230520	SCC	Suffolk County Council Problem Report 00403499	
230523	N PowerG	ot a query? Raise it quickly through Dashboard	
230527	SCDF	Suffolk Coastal Disability Forum minutes	
230531	CAS	Village Halls and Community Buildings Newsletter (May)	gw
230535	CAS	Newsletter: The Big Suffolk Pledge Funding Opp	
230541	D Jacobs	Tractor Rally pl 2 emails	
230546	CAS	Cost of Living Impact Survey - Let us know the Impact on Your Group	
230552	Suffolk News	Hello from SuffolkNews journalist	
230559	Sizewell C	Suffolk Show meet and greet	
230582	CAS	Newsletter: LAST CALL for Cost of Living Survey	

KIRTON & FALKENHAM PARISH COUNCIL
Annual Parish Council Meeting held on
Monday 15th May 2023 in the Recreation Ground Pavilion at 7.30 pm

PRESENT: Messrs L Bullard, I Cade, J Fothergill, D Jacobs, JP J Lickert M A Paul (chairman), D Ward, Mesdames A E Colvill, J Durrant, J L Shaw, G J Walker (RFO), T Hatrick (PTLO), 2 DC, 1 parishioner.

1. a) **ELECTION OF CHAIRMAN**

Mr M A Paul was proposed for re-election by D Jacobs, seconded by P Lickert and carried. Mr Paul thanked the Council for their support, and signed a Declaration of Acceptance of Office.

b) **ELECTION OF VICE-CHAIRMAN**

Mr I Cade was proposed by J Shaw seconded by A Colvill and carried.

2. **APOLOGIES**

S Mowles, , R Brunt,

3. **DECLARATION OF ACCEPTANCE OF OFFICE**

The 10 members of the Council present signed Declarations and countersigned by the Clerk. Agreed declaration by Councillor Mowles may be deferred until or prior to next meeting.

4. **CONFIRMATION OF GOVERNANCE DOCUMENTATION**

The Council agreed to the current S O, F Reg and that provisions of the Transparency Code were adequate on the Council's web site,. The Audit and Governance Statement was accepted for signature by the Chairman. Reviews of RG, VG risk assessments were carried out during April 2022 which are accessible on the web site. Privacy and cyber security statements are in place.

5. **COMPOSITION OF COMMITTEES**

The following, proposed M Paul, seconded D Jacobs and agreed..

Financial & General Purposes: All Councillors

<u>Recreation Ground</u>	<u>Planning</u>	<u>Environment</u>	
P Barker (chairman)	All Councillors	M Paul (ex officio)	J Shaw
J Beer (treasurer)		D Jacobs	L Bullard
B Barker		J Durrant	P Lickert
A E Colvill (PC representative)			

6.. **FINANCE**

I) Proposed P Lickert, seconded J Durrant and carried that Mr G Walker be re-appointed RFO.

ii) Confirmed that Messrs D Jacobs, I Cade and P Lickert are signatories of Barclays cheques;

iii) Confirmed D Jacobs, P Lickert, I Cade,, J Fothergill, J Durrant and M Paul are authorities to Unity Trust Bank;

7. **ANNUAL ACCOUNTS**

a) Copies of the Annual Accounts for 2022/23 having been circulated and posted on the Council website; were approved as representing a Fair Statement of the Parish finances. The accounts were signed and countersigned by the Chairman and Clerk as appropriate. Noted that as payments/receipts exceed £25,000 an external audit would be required. Accounts to the 10th May having been verified by D Jacobs were accepted and signed by the Chairman.

b) Section 1 Annual Governance Statement and Section 2 Accounting Statements of the AGAR were completed and approved for signature by Chairman and Clerk; Internal Audit Documentation had already been submitted to Heelis by RFO.

8. **APPOINTMENT OF REPRESENTATIVES**

a) **SALC**

Agreed P Lickert should continue in this position, but attendance is open to any Councillor.

b) **POLICE FORUM**

D Jacobs, J Shaw and I Cade confirmed.

c) **FELIXSTOWE PENINSULAR COMMUNITY PARTNERSHIP**

Mrs A E Collvill

d) **PORT LIAISON COMMITTEE**

The Clerk, I Cade and D Jacobs as available.

9. **PUBLIC TRANSPORT LIAISON OFFICER/TREE WARDEN**

Confirmed PTLO is Mr T Hatrick and Tree Warden Mr R Brunt

10 **LOCAL HISTORY RECORDERS**

Confirmed Mrs J Shaw for Falkenham and Mrs A E Colvill for Kirton.

11. **CHARITIES**

a) **NASSAU TRUST**

Confirmed trustees are Mesdames A Clarke, S Harvey, Mr Chris Poole and Maaike Lensen

b) **RECREATION GROUND**

J Beer, P Barker, B Barker

12. **MINUTES OF MEETINGS**

The minutes of the Parish Council meeting held on 20th March 2023 having been previously circulated, were taken as read, approved and signed by the Chairman. The minutes of the Annual Parish Meetings held on 12th April 2023 were in preparation by the Clerk for presentation at a future meeting.

ACTION

13. **MATTERS ARISING**

i) Rectory Lane sign A response from SCC to concerns about sustainability of lettering was awaited. **SCC**

ii) Domain names RFO has determined that if necessary only RFO and Clerk need to conform. To be discussed further at next meeting. **CLERK**

iii) Damaged signs The post for the 30mp sign replacement on Bucklesham Road north boundary sign is in place; roundal awaited. Te displaced street sign for Back Road had been reported. Heavy Goods sign on Kirton Road needs attention.

iv) VG tree survey Ongoing; Pauls to be reminded. **DJ**

v) VG mat Agreed not to pursue.

vi) G bins Agreed no need for upgrading bin on Back Road.

vii) EA ONE THREE Councillor Paul resorted that new cabling scheduled for 2024; further surveys to be carried out this year.

14. **PUBLIC OPEN FORUM**

The newly elected District Councillors, Mike Ninnmey and Lee Reeve, introduced themselves. They anticipated a 2 month bedding -in process but would keep in touch with the Council. Councillor Reeve expressed an interest in health issues, Councillor Reeve looked to liaise with the County Councillor. Both promoted Neighbourhood Plans and review of planning processes. Parish Councillors urged them to assist in thhe watching brief on any Innocence Farm developments

15. **DATES FOR MEETINGS 2023/24**

The Clerk tabled suggestions for future meetings, but failing agreement resolved that the next meeting would be on 16th June and to finalise later dates at June meeting

COUNC

16.. **FISH AND CHIP VAN ON VILLAGE GREEN**

In response to a letter from the management of the White Horse (230439) querying the trading of Fish and Chip vans on the Village Green, agreed the Clerk should respond to his six questions pointing out that these mobile vans had operated with the Council's permission since 1998 and it had no powers to arbitrate in matters of "market forces". **CLERK**

17. **FINANCE**

i) **Banking** Authorised payments

N Power/VG elect	+£117	Suffolk Cloud/IT	£110
SALC/Annual Sub	£521.08	SALC/training	£18.00
Clerk/expenses	£196.86	Clerk/salary	£416.83
G Walker/salary	£96.60	RG/grant	£2737.50
M Paul/AM expenses	£30.00		

ii) **Precept 1st instalment o Precept received (230448)**

iii) **Training** New councillors advised of training opportunities available from SALC .

iv) **HMRC** RFO had received no response to his correspondence with HMRC but is satisfied with the position.

v) **Community Facility Contribution** ESC had queried (230434) the status of this contribution towards a village shop in the White Horse. Agreed this is no longer valid, but ESC should be advised that a similar concept is under discussion with the Methodist Chapel. **CLERK**

vi) **Grants**

A report and appeal had been received from MAGPAS (230320).

18. **PLANNING** (attached)

i) Applications considered

a) DC/23/1161 109 Bucklesham Road,, Kirton **CLERK**
Erect 2 story side extension/internal alterations
The Council had no comments to make on this proposal.

b) DC23/0756 Levington Water extraction proposals **JF/C/K**
The Council had reservations about these proposals and the possible effects on the local water supplies. Councillor Fothergill will prepare a draft response for consideration and submission.

c) DC23/1577 The Old Maltings, Kirton **CLERK**
Woven fencing/shed and hardstandings.

The Council had no comments to make on these proposals.

d) DC23/1811 11 Trimley Road, Kirton **CLERK**
Erect cart lodge
The Council had no comments to make on this proposal.

e) DC/23/1758 The Old Dog, Falkenham
Window/door changes
The Council had no comments to make on this listed property proposals. **CLERK**

ii) Planning review Joint SALC/ESC statement (230480) circulated and noted.

20 **ENVIRONMENT**

i) VG grass cutting Norse had confirmed that cutting will be delayed until 1st week of June.

ii) Maltings trees R Brunt (tree warden) reported (230455) that Pauls had advised that it would be carrying out “dead wood” trimming at 1 The Maltings; he would follow up. **RB**

Iii) Pizza Sales on VG Woodsmoke had requested an opportunity to advertise its take away services on the VG. (230453) .Clerk to clarify their intentions. **CLERK**

21. **SALC**

i) Circulars. NALC/SALC bulletins etc. circulated as appropriate for information.

22.. **OTHER CORRESPONDENCE TO NOTE**

Other correspondence as listed on agenda noted.

23. **MATTERS FOR INCLUSION IN FUTURE AG2ENDA**

EAONE/THREE, Rectory Lane signpost, GPDR

24. **DATE OF NEXT MEETING**

Monday 12th June in the Recreation Ground Pavilion at 7.30 pm.
There being no further business the meeting closed at 9.31 pm

Signed

/

Date

PLANNING

PC ESC

Existing applications

20/1860/OUT	Land Off Howlett Way Trimley St Martin Phased construction of up to 340 dwellings	Object	
22/0687/Ful	1 Grays Orchard, Kirton Single storey side extension	No comment	
22/4401/FUL	Solar Farm Brightwell Revised	Qualified comment	
23/0073&4/FUL	The Maltings Wicker fence work	No comment	Granted
DC/23/1577/LBC	The Maltings Wicker fence work	No comment	Granted
23/1161/FUL	109 Bucklesham Road, Kirton Erect 2 Storey side extension Internal alterations	No comment	Granted
23/0867/FUL	28 Rectory Lane, Kirton Extend kitchen/family room	No comment	Granted
DC/23/1758/LBC	The Old Dog Window/Door change	No comment	
DC23/0756	Levington Water extraction proposals	Comments submitted	
DC23/1811	11 Trimley Road, Kirton Erect cart lodge	No comment	

New applications

None