

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 11th day of December 2023 at 7.30 pm**

Signed *C A Shaw*

Clerk

To: **All Councillors**

AGENDA

- 1 Apologies
- 2 Minutes of meeting held on 9th November 2023, Annual Meetings of 12th April 2023
- 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 **PUBLIC OPEN FORUM**
 - 1 Police Report
 - 2 Parishioners questions
 - 3 County/District Councillor Reports
 - 4 PTLO report
- 5 Matters arising
 - i) Christmas tree lighting event
 - ii) EAONE/THREE 231193
 - iii) Parish Communication 231151,231152
 - iii) Joint Cross-Parish Group 231132
 - iv) Interchange verges
- 6 Administrative matters
 - i) Casual vacancy; resignation of Councillor Steve Mowles 231180/200
 - ii) Retirement of Clerk
 - iii) Tree Warden vacancy
 - iv) Felixstowe Community Partnership 23119
- 7 Noise pollution 231137
- 8 Finance (attached)
 - i) Financial and Monitoring reports 231174
 - ii) Grants 231178,231147,231205
- 9 Planning (attached)
 - i) Trimley St Martin School property 231158
 - ii) Felixstowe Docks meeting 231181
 - iii) North Felixstowe 231170,231207
 - iv) Other correspondence
- 10 Environmental
 - i) Flooding 231197,231187/88/89/218
 - ii) Other correspondence
- 11 Recreation Ground 231201,
 - i) Status update 231142
 - ii) Dog fouling
 - iii) Play area inspections 231177,231201
- 12 SALC
 - i) Conference report 231213
- 13 Other Correspondence (attached)
- 14 Matters for inclusion in future Agenda
- 15 Date of next meeting:- Monday 8th January 2024 at 7.30pm.

CORRESPONDENCE

Police reports

231136 Police connect Appeal for vigilance in east Suffolk after burglaries circ
231128 Police connect Robbery in Felixstowe
231135 Police connect week of action to tackle and reduce knife crime
231157 Police connect Become a detective to uncover the truth
231159 Police connect Appeal to trace missing girl from Lowestoft
231160 Police connect Wanted man - Shane Phillips
231162 Police connect Felixstowe - theft of a pedal cycle
231179 Police connect Bury St Edmunds/East Suffolk – Wanted man
231185 Police connect White Ribbon – Be part of the change

Matters arising

231193 EAONEE East Angle Newsletter Winter 2023 circ 2 emails
231151 G Walker Parish Council funding for the K&F Review
231152 J Fothergill Review
231132 J Fothergill Nationally Significant Infrastructure Projects circ

Par7

231137 Anon Confidential circ

Administration

231180/200 M Paul/ESC Fwd: S Mowles Resignation from the PC circ
231190 ESC Com Part Meeting Reminder Felixstowe December 2023
231153 CAS Library Consultation

Finance

231174 G Walker K&F Finance report Nov 23 circ
231141/46 G Walker/ESC Fwd: Council Tax Base and Precept 2024/25 -circ2
31161/64/65 G Walker Clerk/RFO salary increase 23-24 3 emails
231178 Headway Suffolk Grant request
231147 SARS Grants to community organisations
231205 St Eliz Hospice Fundraise for St Elizabeth Hospice this Christmas!

Planning

231158 Tr St Martin PC Trimley St Martin Primary School circ 2 emails
231181 Felixstowe Port Port of Felixstowe LALC Meeting 14.11.23 Minutes circ
231170 ESC North Felixstowe - Councillor Briefing circ
231207 ESC N Felix Garden Neigh Inaugural Stakeholder Forum Meeting
231129 ESC Public Access message for Town/Parish Clerks circ
231154 Sdizewell C Sizewell C Update -November 2023

Environment

231197 D Jacobs Re: Fwd: Re: Flooding on Falkenham Road Kirton
231187/88/89/218 Parishioners Flooding Falkenham Road, Kirton circ
231148 ESC Draft Healthy Environments and Draft Rural Develop
231150 ESC FW: Hedgehogs, litter action, regenerative farming
231156/86 Tree Council National Tree Week 2023 / Events this National Tree Week
231168 AONB Natural Beauty renamed National Landscapes
231192/202 SCC News from the National Landscapes

Recreation Ground

231142 G Walker Re: Rec Ground 2 emails
231201 J Beer Play area pl 2 emails
231177 ES Services Play inspection

SALC

231213 SALC SALC Conference 29 November 2023 report
231126/204 NALC CHIEF EXECUTIVE'S BULLETINS
231131 SALC Neighbourhood Planning event for town and parish councils
231144/83 SALC NEWS BULLETIN -S 13th November 2023
231145/82 SALC raining bulletin 14th November 2023
231169/99 NALC NEWSLETTERS

OTHER CORRESPONDENCE

231139	S Harvey	Re: Christmas tree lighting	
231140	G Walker	Re: PARISH COUNCIL Fwd: REMEMBRANCE SUNDAY	
231173	G Walker	Unity authorisations please	3 emails
231194	SALC	Invoice 28056 P Lickert £15	gw/pl
231196	ESC	Latest VCSE Funding opportunities 28.11.23	gw/mp
231184	Keep Britain Tidy	Help Your Residents to Save Their Pennies	
231203	D Jacobs	Environment report for 11th December	
231211	Plusnet	Your bill is ready to view £37.25	
231127	SALC	Conference 2023: Do you have a question	
231149	ESC	W: FREE Energy Champion training; daffodil planting	
231163	mgslandscapes	Grounds Maintenance for 2024 season	jb/gw
231167	parishon line	Parish Online Newsletter #45	
231171	SPS	Suffolk View Winter edition	
231206	CAS	Newsletter 30/11/2023	

KIRTON & FALKENHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 13th November 2023 at 7.30 pm in the Recreation Ground Pavilion

PRESENT: Messrs L Bullard, I Cade, D Jacobs, J Fothergill, P J Lickert, S. Mowles, M A Paul (chairman), D Ward, Mesdames E A Colvill, J Durrant, J L Shaw, Mr G J Walker (RFO), Mr T Hatrick (PTLO), Mr Lee Reeves (DC) and 1 parishioner.

1 **APOLOGIES:** PC Rachel Partridge

2 **MINUTES OF LAST MEETING**

The minutes of the meeting held on 2nd October 2023 having been previously circulated were taken as read, approved and signed.

3 **RICHARD BRUNT**

The Council stood in memory of Richard Brunt who had died on 14th October 2023. Richard Brunt had served the Council for 8 years as its Tree Warden, a post filled with professionalism and skill; his counsel will be missed.

4 **DECLARATION OF INTERESTS**

Nothing raised

5 **PUBLIC OPEN FORUM**

Police Report Nothing received apart from apologies of PC R Partridge.

Parishioners Questions Nothing raised.

County Councillor's Report Nine received or raised.

District Councillor's Report Mr L Reeves(DC) highlighted issues arising from the recent flooding across the district and introduced changes imminent in the Planning Policies and its possible effects on CIL payments. Councillor Cade drew Mr Nimmney's attention to the question out to ESC on the future policy on the Local Plan. Agreed The Q and A from ESC should be forwarded to Mr Nimmney. The District Councillors had responded to a request from the Kirton Bowls Club for grant aid towards refurbishment of club premise.

PTLO Report Tom Hatrick (PTLO) gave an update on the bus fare cap which will remain at £2 until December 2024.

ACTION

6 **MATTERS ARISING**

i) EAONE/THREE Councillor Paul did not expect anything to move before next year.

ii) Interchange verges On-going

ii) Joint Cross-Parish Group Councillor Fothergill had attended the SALC NSI seminar and gave a report (2311132), concentrating on the need to monitor, in

particular, the larger projects coming forward and working co-operatively at the pre-application stage.

iii) Parish Communication A submission from Kirton PCC (231013) on the expansion of communication across the village, was supported by the Council. Proposed A Colvill, seconded J Shaw and carried by a majority vote that an annual contribution of £900 be made towards extending the distribution of the "Review" to all households together with an online edition.

7 **FLOODING** Following unusual rainfall on 12 October the villages had experienced a number of instances of standing water (Park Lane, Falkenham Road, Grays Orchard....) \due in part to drainage problems. SCC to be asked for comment. **CLERK**

8 **ADMINISTRATIVE MATTERS**

i) Remembrance Sunday Wreaths for presentation at Kirton and Falkenham churches had been provided by the Council.

ii) Christmas Tree Lighting Agreed this would take place on Friday 8th December at 6 pm. Jean Walker to be approached to play for carols and Stephan Harvey to lead, RFO would arrange the usual refreshments. Collection to be donated to Salvation Army. **CLERK/GW**

9 **ANNUAL F&GP COMMITTEE MEETING**

i) Financial report RFO presented accounts to the 6th October (231038) verified by Councillor Jacobs and on website.

ii) Salaries Subject to clarification from SALC, RFO was basing increases at 5%. The Clerk indicated that he was anticipating retirement.

iii) Financial Budget RFO presented budget for 2024/25 (231070) based on a 5% increase lead to a precept demand of £26178 which was given approval. Proforma for demand revived from ESC (231097). **GW**

iii) 2023/24 Grant distribution Agreed grants of £175 be made to each of **CLERK**

MAGPAS	S Accident Rescue Service	EA Children's Hospice
Headway	St Elizabeth Hospice	S Disability Service
Home start	EA Air .Ambulance	Lighthouse
Royal British Legion £50 suggested donation (231121).		

iii) Banking Authorised payments

A Colvill/expenses	£79.46	HMRC/vat	£386.40
Littlejohn/audit	£252.00	Clerk/salary	£416.83
G Walker/salary	£96.40	Cler insurance	£1285.45
G Walker/village web	£143.84	G Walker/salary	£96.40

Clerk/salary £416.83

iv) Precept Final precept payment (230998) of £12,427.00 received from ESC.

10 **PLANNING**

i) DC/23/4172 28 Falkenham Road, Kirton

Replace front extension.

The Council had no comments on this proposal

CLERK

ii) The Maltings The most recent communication from the applicant (231027) to chairman noted, but agreed did not need a response.

11 **ENVIRONMENT**

i) SID The most recent logs(231103) form the machine on Bucklesham Road boundary noted.

12 **RECREATION GROUND**

i) Risk assessments Updated assessments received (231109).

ii) RG status RFO had produced an Assessment of Governance Responsibilities in relation to the relationship between the Council and the Recreation Ground management committee (attached). Proposed this should form the basis of discussions with John Beer and other Trustees to clarify the position, as fit was felt assistance was needed. RFO agreed to discuss and assist with the financial management of RG.

GW/JB

13 **SALC**

i) SALC conference Councillor Lickert agreed to act as delegate to the Conference on the 29th November in Ipswich.

CLERK

ii) Circularsu Bulletins and circulars noted and circulated as appropriate.

14. **OTHER CORRESPONDENCE**

Other correspondence as listed on the agenda noted

15 **MATTERS FOR INCLUSION IN FUTURE AGENDA**

RG status, R dog fouling, Noise pollution.

16 **DATE OF NEXT MEETING**

Monday 11th December 2023in the Recreation Ground Pavilion at 7.30 pm

There being no further business the meeting closed at 10 pm.

Signed.....

Chairman

Date.....

COMMITTEE REPORTS

PLANNING

		PC	ESC
<u>Existing applications</u>			
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	Granted
23/0756	Levington Water extraction proposals	Comments submitted	
23/2946/FUL	Croft Farm, Kirton Change of use	No comment	
23/2930/OUT	Land South Of Felixstowe Road Stratton Hall	Qualified objection submitted	
23/4172/FUL	28 Falkenham Rd, front extension	No comment	

New applications

None

ENVIRONMENT

Falkenham flood, Christmas tree lighting ready, with thanks to Paul's trees, John Kirton farm and Stuart Hollingsworth. D Jacobs December 2023