**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 **14th** day of  **July 2014** at **7.30** p.m

 Signed C A Shaw Clerk

To: **All Councillors**

**A G E N D A**

**PUBLIC OPEN FORUM**

 1. Police Report

 2. Parishioners questions

 3. County Councillor’s Report

 4. District Councillors’ Reports

 5. PTLO report

**PARISH COUNCIL MEETING**

1. Apologies

2. Minutes of meeting held on 9th June 2014

3. Declaration of Interests

4. Matters arising i) RG/VG hedges and trees

 ii) Christmas tree topping

 iii) Verge cuts

 iv) FOI request **(c140499)**

 v) Drainage and sewer problems update **(c140495)**

 vi) CIL consultation **(c140548)**

 vii) Community Services AGM reports

5. Project List **(c140512, c140525)**

6. Administrative matters **(see correspondence)**

7 Acceptance of written Committee Reports

 a) Planning (attached) **(c140514, c140526, c149542 c140533)**

 b) Finance (attached) **(c140524, c140550 140516)**

 c) Environmental & Transport **(c140496, c140498, c140501, c140523)**

 d) Recreation Ground

8 SALC Report **(see correspondence)**

9 Other Correspondence (attached)

10 Matters for inclusion in future Agenda

11. Date of next meeting:- Monday 8th September 2014 in the R G Pavilion at 7.30pm.

***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.***

**CORRESPONDENCE**

Matters arising

140499 P Gillen Response to FOI request

140495 AW/D Jacobs RE: Kirton Sewer Problems

140548 A Hutton/I Cade Suffolk Coastal Public Consultation

Project List

140512 G Walker Re: Project list approach

140525 G Walker Quotes for VH infrastructure works

Administration

140505 SALC Local Councillor, Suffolk CoC & members interests **(circ)**

140506 SALC Revised Suffolk CoC

140535 Public sector Exe Ignore NALC advice on media contacts

140507 St Eliz Hospice Volunteer and support your local Hospice

140528 Local works Empowering Parish Councils to sell electricity

140531 SCDC Electoral Registration - Information Evenings

140537 sparce.gov Suffolk Energy Action is Coming Your Way

Planning

140514 East Anglia One Secretary of state decision letter

140526 Scottish Power Planning Consent Granted for East Anglia ONE **(circ)**

140542 Scottish Power East Anglia ONE site investigation surveys

140533 SALC/SCC Suffolk Advisory Parking Standards

Finance

140524 MDL Tree & Shrub A/C for alley footpath £95

140550 BDO Audit query

140516 HMRC Important Information for Employers

Environment

140496 East Suffolk group Coastline Lite - Edition 2 **(circ)**

140498 SCC Emergency planning workshop 8th July

140501 Environment Agency 2014 Suffolk Coast & Estuaries Community Conf **(circ)**

140523 P O'Brien Barn Owl Project - Stolen/Killed Chicks

SALC

140508 SALC Sizewell Stakeholder report June 2014 **(circ)**

140517 SALC Governance & Accountability Guide 2014

140534 SALC Insurance Briefing - Monday 30 June

140553 SALC New courses

Other correspondence

140502 Anglia Care Trust AGM 3rd July

140497 Coffee caravan RCCIP CANCELLATION OF NETWORKING

140500 Rural services network Rural Vulnerability Service - Fuel Poverty

140515 Rural services network Rural Transport - June

140536 Rural services network Parish views sought on rural housing

140538 Rural services network Spotlight on Young People

140509 Rural services network Hinterland 13 June

140529 Rural services network Hinterland w/b 20 June

140503 SALC LEADER Heritage Coast consultation events **(circ)**

140504 Eastsuffolk.gov FREE Badminton kits and FREE Activator co

140510 Comm Action Suffolk Bulk Oil Buying Saving Money in Rural

140158 Comm Action Suffolk Newsletter

111140 Comm Action Suffolk What can Europe offer to the Voluntary Sector

140511 Anglia Pumping serv Brochure

140513 RSS playground safety, inspection and maintenance

141519 Broxap Large Capacity Recycling Units

140520 SCC New Health Walks Programme

140522 parcleisure Introducing the Challenger Range

140527 Jupiter Play New Jupiter Play Website & catalogue!

140530 SMP need help with your playground?

140541 SMP RE: Do you need help with your playground?

140532 SCC Doorstep Sport Club for Ipswich

140539 Street collective All our colours are green!

140551 EELGA East of England LGA e-bulletin

140552 East Suffolk Gov Visit Felixstowe Newsletter - July 2014

**KIRTON & FALKENHAM PARISH COUNCIL**

**Minutes of Parish Council Meeting held on**

**Monday 9th June 2014 at 7.30 pm in the Recreation Ground Pavilion**

**PUBLIC OPEN FORUM**

**PRESENT** 8 Parish Councillors, 1 Parishioner.

1. **Police Report**

 A written report from Pc Bown (c140489) recorded a shed burglary in Back Road, Falkenham. Mr Kerry (DC) had replied (c140466) that the issue of posting of Police

 Officers is on-going.

2. **Parishioners Questions**

 Nothing raised

3. **County Councillor’s Report**

 A written report from Mrs P O’Brien (C140477)gave an update on the Nord Pas de Calais project for Suffolk schools, the proposals to phase traffic lights in Ipswich to aid flows, changes to the Records Office opening hours and her chairmanship of the Police & Crime Panel.

4. **District Councillors’ Reports**

 A written report from Mrs S Harvey (C140778) outlined the consultation out on the Community Infrastructure Levy and the Statement of Community Involvement, (she appealed for responses on these), and an update on the dispersal of her Community Enabling Budget. She had been elected as vice Chairman of SCDC.

5. **PTLO Report**

 None received

 **PARISH COUNCIL**

 **PRESENT:** Messrs I Cade, A P Hutton, D Jacobs (Chair), F Last, M A Paul, G Walker,

 Ms EY Choi, Mrs J L Shaw, and 1 Parishioners.

1. **APOLOGIES:**

 Councillors C M Cooper, J L Matthews, E A Colvill, Mr P Negus (PTLO),

 Mrs P M O’Brien (CC), Mrs S B Harvey (DC), Mr G A Harding (DC),

 Mr R A Kerry (DC), Pc G Bown.

 **ACTION**

2. **MINUTES OF LAST MEETING**

 The minutes of the Annual Parish Council meeting held on 12th  May 2013

 having been previously circulated were taken as read, approved and signed.

3. **DECLARATION OF INTERESTS**

 None declared

4. **MATTERS ARISING**

 i) Confirmation of sub-committees Agreed the compositions proposed at

 APCM are approved.

 ii) VG/RG trees and hedges Councillor Walker had surveyed work needed on **GW**

 Village Green and Recreation Ground (c140423/4). Village Green hedge needs

 reducing to 6½ - 7 ft; quotes to be obtained for work in September. Alley

 footpath hedging has been done on RG side, trimming work needed on footpath

 side, proposed G Walker, seconded J Shaw and carried that quotation from

 M Long of £95 be confirmed and. put in hand. Work on VG and RG trees

 remains outstanding and he suggested a notional quotation of £300 for this work

 and a further £300 to remove the RG stumps. Proposed M Paul, seconded E Choi

 and carried that the £300 for tree work is approved, but the stump work put on

 hold, although “plugs” should be inserted in the stumps.

 iii) Land behind 48 Meadowlands The Clerk had contacted SCDC regarding **SCDC**

 attempts to get clearance of this land, and SCC over the hedge impeding the **SCC**

 footway; the former had not responded so far, SCC had replied (c14050/87) and

 concluded not currently vital, but would be dealt with after nesting season. **CLERK**

 iii) Innocence Lane Nothing further to report.

 iv) B&M development Nothing further to report.

5. **PROJECT LIST**

 Councillor Walker had produced an assessment and analysis of a range of

 projects (c140480) aimed at improving the well being and environment of the

 villages. Agreed priority should be given to the Category 1 & 2 projects

 covering VG benches, VG information sign, Litter bins, Dog bins & Bus

 Shelter repairs, Church trees, Falkenham Notice board, VH infrastructure.

 Proposed G Walker, seconded M Paul and carried that an envelope budget of

 £4000 is approved for this work.

6 . **ADMINISTRATIVE MATTERS**

 i) Freedom of Information request A request from Mr PJ Gillen , of 48

 Meadowlands (c140486), for records of Deeds etc held by the Council relating

 to the Council’s response to planning application C11/2346, had been

 responded to, advising him that the only such record was that of the Deed

 associated with the original sale of the land. The chairman warned councillors

 that any enquiries regarding FOI requests should not be discussed, but referred

 to the Clerk.

 ii) Openness of Local Government The draft of this legislation (c140405)

 circulated but no response considered appropriate.

 iii) AGM invitations Invitations had been received from Homestart (c140452) **CLERK**

 14thJuly, CAB (c140461) 25th June, FACTS (c140482) 30th June. Chairman

 may attend CAB; Clerk to circulate to Councillors not present.

7. **COMMITTEE REPORTS**

 a) **Planning**

 i) SCDC Public Consultation Consultation on Community Infrastructure **AH/IC**

 Levy and Statement of Community Involvement (c140427/51/53) circulated.

 Agreed A Hutton and I Cade should liaise on a response and circulate for

 comment prior to submission.

 ii) EA3 Offshore Windfarm Consultation (c14040/41) noted and CD

 circulated for consideration.

 iii) Neighbourhood planning conf. Conference on 14th June (c140471)

 circulated and noted but not considered relevant at the present time.

 b) **Finance**

 i) Internal Audit report Heelis and Lodge had audited the Council’s affairs; **CLERK**

 proposed J Shaw, seconded E cHOI and carried that their report (c140470)

 is accepted, noting their recommendations that both Standing and Financial

 Orders should be updated.

 ii) Banking NS&I statements (c140412) to 12 May 2014 received.

 iii) Community Action Suffolk Membership for 2014/5 confirmed (c140460).

 iv) Broadband Noted that Namesco had transferred broadband facility to

 Phone Co-op Ltd (c140435) from 31st May. Clerk to monitor. **CLERK**

 c) **Environment & Transport**

 i) Litter/dog bins SCDC had advised of new arrangements (c140401) that

 requests for and problems with bins be now directed to Refuse & Street

 Cleaning.

ii) Flooding Copies of S Harvey’s (DC) Email and photos to P O’Brien (CC)

 flooding in Weir Place (c140445) noted. Chairman had also referred flooding

 at Church Hall to AW (c140446).

 iii) Tree Warden Latest newsletter (c140454) noted.

 d) **Recreation Ground**

 i) Charity Commission Latest newsletter (c140413) received and passed to

 J Beer.

8. **SALC REPORT**

 i) Transparency Code LAIS 1366 for larger councils (c140400) received.

 ii) Area meeting Agenda etc for meeting on 14 June (c140415) circulated.

9. **OTHER CORRESPONDENCE**

 Other correspondence as listed on agenda noted

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

 Hedges/trees, project list, Christmas tree topping, verge cuts.

11. **DATE OF NEXT MEETING**

 Monday 14th July in Recreation Ground Pavilion at 7.30 pm

 There being no further business the meeting closed at 9.15 p.m.

 Signed.......................................................................

Chairman

Date........................................................................

**PLANNING COMMITTEE**

Prior to the Parish Council meeting, at 7 pm, the committee met to consider the following

applications.

**DC14/1584 29 Burnt House Lane, Kirton**

**Proposed rear extension**

 **(existing conservatory removed)**

 **DC14/1402 Falkenham Hall, Falkenham**

 **Proposed conversion of outbuilding to residential annexe and cart lodge**

**(partly revised scheme to D13/1197/LBC)**

Present I Cade (chairman), M Paul, F Last, A Hutton, D Jacobs, J Shaw.

Agreed the Committee had no objections to these proposals, other than to reiterate the earlier

recommendation that the sewage facilities at Falkenham Hall are checked for adequacy.

 Signed………………………………......

 Chairman

 Date………………………………..........

**COMMITTEE REPORTS**

**PLANNING**

 PC SCDC

Existing applications

DC14/1584 29 Burnt House Lane, Kirton Support

 Proposed rear extension (existing conservatory

 removed)

DC14/1402 Falkenham Hall, Falkenham Support

 Proposed conversion of outbuilding to residential flag sewage

 annexe and cart lodge

 (partly revised scheme to D13/1197/LBC)

New applications

DC14/1720 2 Southfields, Falkenham

 Demolish existing garage and construct new

 single storey annexe

**FINANCE**

Cheques written since May meeting: C A Shaw £266.40 (clerk’s salary), HMRC £66.60 (paye),

MDL £95 (Alley hedge).