

Kirton & Falkenham Parish Council

NOTICE OF MEETING

I **HEREBY GIVE NOTICE** that a meeting of the **Parish Council** of the above Parish will be held at:
THE RECREATION GROUND PAVILION
on **Monday the 7th October 2024 at 7.30 pm**

To: **All Councillors**

Signed *G J Walker*. Clerk

AGENDA

- 1 Apologies
- 2 Minutes of the meeting held on 9th September 2024
- 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 (inc thefts from vehicles and sheds)
 - 2 Parishioners questions
 - 3 County/District Councillor Reports
 - 4 PTLO report
- 5 Matters arising (All other outstanding actions have been completed)
 - i) Local History recorder (Kirton)
 - ii) EA3
 - iii) RG substation proposal
 - iv) Joint Parish Group
 - v) Felixstowe Peninsular Partnership
 - vi) Park Lane flooding **AP7/05.24/PM**
 - vii) VG grass cutting **AP4/07.24/CLERK**
 - viii) Tree Warden
 - ix) Cut back of footpath to school **AP2/07.24/CLERK**
 - x) VE 80th celebrations (beacon lighting 25/5/25)
 - xi) RG dead tree removal/replacement
 - xii) Remembrance Day procedure
 - xiii) RG Car park
 - xiv) Play area inspection
- 6 Administrative matters
 - i) Insurance renewal; Bank account closure and funds transfer
- 7 Finance
 - i) Financial and monitoring reports (on website)
 - ii) Invoices authorised: G Walker salary - £577.93 (Sept); HMRC - £433.40; Clear Insurance - £1,477.49; SALC (Planning webinars) - £168; Poppy appeal (wreaths) - £55; ICO (DD) - £35
 - iii) Payments received: half yearly precept - £13,089
 - iv) Payments due for authorisation: G Walker salary, D Jacobs (grit bin purchase) - £110.34; RG Half yearly grant - £2,874.38
- 8 Planning
 - i) Public Access Notification - **DC/24/3006/FUL** (88 Meadowlands)
 - ii) Public Access Notification - **DC/24/3226/FUL** (Kirton Manor)
 - iii) Planning Appeal Notification for **AP/24/0049/REFUSE** (Foxburrow Farm)
- 9 Environmental
- 10 Recreation Ground
- 11 SALC Report
- 12 Other Correspondence
 - i) Phone box removal
 - ii) SALC Teams sessions with Highways
 - iii) Alley Road refuse collection
- 13 Matters for inclusion in future Agenda
- 14 Date of next meeting:- Monday 11th November 2024 at 7.30 pm (F&GP)

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Circulated Correspondence

Item 12i)	Phone box update - Hi all, by way of further update..... This morning ...		12:24 PM
Item 8i)	Clerk Planning Re: Planning Application 88 Meadowlands - Thank yo...		10:36 AM
Planning	NALC NEWSLETTER - Notification below that NALC are supportin...		10:00 AM
Item 8ii)	Planning Public Access Notification - DC/24/3226/FUL - All The padd...		9:56 AM
Item 5 vi)	Re: Park Lane Flooding - Kirton - Graham Just to confirm I will not b...		Oct 1
Item 12ii)	SALC training bulletin 1st October 2024 - The first two Teams sessio...		Oct 1
Item 4.1	Kirton – thefts from vehicles and shed burglary - FYI - this has been ...		Oct 1
Item 8i)	Planning Fwd: Comments for Planning Application DC/24/3006/FUL - F.		Sep 30
Item 8iii)	Planning Appeal Notification for AP/24/0049/REFUSE - Foxburrow Fa...		Sep 30
Item 4.1	Assaults on officers ‘appalling’ - FYI Begin forwarded message: From:...		Sep 30
Item 12iii)	Alley Road - Peter, thanks for this. I spoke to someone from highway...		Sep 29
Item 12i)	Inbox FW: Telephone Kiosk removal - PCO PCO1 FALKENHAM ROAD ...		Sep 26
Item 5vi)	Clerk K&F PC meeting agenda 9th Sept - Hi Graham, not even in the...		Sep 25
Item 5vii)	Clerk RE: PARISH COUNCIL Fwd: ESSL Grounds Maintenance Quota...		Sep 25
Item 12i)	FW: Suffolk Coastal District Payphone removal proposal/s 01394448221		Sep 25
Item 8i)	Planning DC/24/3006/FUL - More local comment regarding the propo...		Sep 24
Item 8i)	Planning Public Access Notification - DC/24/3006/FUL - Further phot...		Sep 23
Item 7iv)	Clerk Derek Jacobs has shared a file with you - Me please On 1 Oct ...		Sep 23
Planning	FW: North Felixstowe - Build out numbers - Not sure this is relevant t...		Sep 23
Planning	FW: Launch of consultation for the proposed A12 Major Road Networ...		Sep 19
General	Consultation - Gambling Act 2005 Statement of Principles - FYI. I don...		Sep 19
Planning	A12 MRN Improvements Consultation - FYI > Begin forwarded messa...		Sep 19
Item 12i)	Action Circulated Co.../.../Feb mtg FW: Suffolk Coastal District Payphon...		Sep 17
Planning	NFGN Councillor Briefing Sept 17. - FYI Sent from my iPad Begin forw...		Sep 16
Item 6ii)	Clear Councils - Renewal Confirmation - LCO02350 - Kirton and Falk...		Sep 13
Item 11	SALC East Suffolk area forum - 1st October 2024 - another speaker co...		Sep 12
General	Information on Warm Welcomes and Ease the Squeeze - FYI > Begin f...		Sep 12
Planning	ENERGY PROJECTS MEETING 3 SEPTEMBER - MINUTES, RESPONSE ...		Sep 10

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Minutes of the Parish Council Meeting held in the Recreation Ground Pavilion on Monday 9th September 2024 at 7.30pm

Present: Cllrs M Paul (Chair), J Fothergill, J Shaw, J Cade, D Jacobs, A Colvill, L Bullard, D Ward, P Lickert; G Walker (Clerk); T Hatrick (PTO); One member of the public

Item No.	Comments	Action
1.	<p>Apologies Cllrs J Durrant, , J Sheeran; County Cllr P Mulcahy; District Cllrs L Reeves & M Ninnmey</p>	
2.	<p>Minutes of last meeting The minutes of the Parish Council Meeting held on 22nd July 2024 having been previously circulated were taken as read, approved and signed.</p>	
3.	<p>Declaration of interests No new declarations of interest were recorded.</p>	
4.	<p>Public Open Forum <i>Police report:</i> None received. Police Connect briefings are distributed to Councillors.</p> <p><i>Parishioners questions:</i> Concern was raised about whether the Pavilion carpark refurb would be semi-permeable to avoid excessive water run-off, the Council advised that the work would most likely be on a like for like basis so this was unlikely to be a problem. Advice was also sought regarding anti-social behaviour on and around the Rec, especially after dark. The Council advised contacting the police on 101, together with capturing photographic evidence of car registration plates if possible.</p> <p><i>County Councillor's report:</i> Cllr Mulcahy was unable to attend, however did sent a report covering: SCC objection to National Grid Sea Link Project (disruption); Electric "Suffolk Car Club" from next Summer; 'Solar Together" for residential group buying of solar panels. Since her report to the July meeting it has not been possible to get an update on various issues affecting the village (eg Park Lane flooding and school footpath clearance). The Council expressed disappointment at not being able to provide any feedback to parishioners regarding ongoing requested action of SCC.</p> <p><i>District Councillor's report:</i> Neither Cllrs L Reeves or M Ninnmey were able to attend, however they did distribute a report covering: "Warm Welcomes" funding; Waste and recycling changes; North Felixstowe Garden Neighbourhood Project</p> <p>Mr Hatrick (PTLO) advised that a refurbishment of Trimley station platform (resurfacing and yellow lines) would take place on 16th Sept.</p>	

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5.	<p>Matters arising</p> <ul style="list-style-type: none"> i) Local History recorder (Kirton): No update ii) EA3: Mr Paul reported that the scheduled start on EA3 (ducting, new jointing bays, haul road etc) was still significantly delayed. iii) RG substation proposal: The Council are still awaiting detailed plans following the meeting in July with UK Power Networks for the provision of a substation on the Recreation Ground. iv) Joint Parish Group: No update. v) Felixstowe Peninsular Partnership: No update. vi) CH defib responsibility & smaller pads: The Community Heartbeat advice was recorded in the previous meeting minutes. Responsibility for maintaining the defibrillator (once purchased) has not yet been advised. vii) Road closure communications: All closures are now reported via the One.Network reporting tool. viii) Park Lane flooding: No update since July correspondence from Cllr Mulcahy (ongoing action AP7/05.24/PM) ix) VG grass cutting: Concern was again raised about the frequency of cutting the Village Green, which should be monthly during growing seasons, and will be further investigated (ongoing action AP4/07.24/CLERK) x) Tree Warden: Paul Dunckley (Paul's Tree Services) has kindly offered to undertake the role of Tree Warden, this was approved by the Council xi) Alley Walk footpath: The situation has been reviewed and considered normal for hawthorn and blackthorn cutting and clearance. xii) Cut back of footpath to school. Numerous reports have been entered on the reporting tool. To date there has not been satisfactory completion of work, nor correspondence regarding progress (ongoing action AP2/07.24/CLERK) xiii) Rural/Community led housing: The Council expressed there was no desire to embark on any Community Led Housing initiatives. 	<p>AP7/05.24 /PM</p> <p>AP4/07.24 /CLERK</p> <p>AP2/07.24 /CLERK</p>
6.	<p>Administrative matters</p> <ul style="list-style-type: none"> i) The revised Finance Regulations (previously distributed) were approved by the Council. ii) The Clerk had previously proposed the closure of Barclays bank accounts via email, with all funds transferred to Unity Bank. This was approved by the Council, and a letter requesting closure was signed by the Clerk and Cllrs Paul and Jacobs. An application to open a Unity Savings account was also completed iii) The Clerk had previously briefed by email the status of insurance renewal quotes. The existing provider (Clear) has quoted one (£1,553) and three (£1,478) year premiums which are lower than two alternative providers (Zurich and Community Action Suffolk). The Council approved the approach that we would renew with Clear. The Clerk will contact them to ensure they have taken a sensible approach to asset valuations before doing so. iv) The external audit has been satisfactorily completed and the dates previously proposed by the Clerk (by email) for Public Rights were approved by the Council (2nd to 20th Sept) 	

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7.	<p>Finance</p> <ul style="list-style-type: none"> i) Financial and monitoring reports (on website) ii) Revised Finance Regulations. See 6i) iii) Insurance renewal. See 6 iii) iv) Invoices authorised: G Walker salary - £577.93 (Aug); PFK Littlejohn (external audit) - £252 v) Other payments noted: ICO (annual direct debit) - £35 vi) Pending: Poppy Appeal (wreaths) - £55 (approved to be a minimum of payment made in 23/24, or invoiced value, whichever is the greater); SALC Planning Webinars - £168; Salary (Sept) & HMRC - TBA 	
8.	<p>Planning</p> <ul style="list-style-type: none"> i) DESNZ – Zoom call 3rd Sept. Cllr Fothergill reported that there was significant concern in Friston as a result of the backhaul transmission network associated with various energy development plans. The Government Minister has apparently agreed to visit and understand the concerns. More locally, it is possible for the Council to be notified of planning requests in neighbouring parishes should they wish to receive them. ii) TPO Public Access Notification - DC/24/2873/TPO (The Maltings). The Council responded “no comment” to the application, advice having been sought from the pending new Tree Warden that this was appropriate work. iii) Public Access Notification - DC/24/2685/FUL (Extension to 4 Rectory Lane), the Council responded “no comment”. 	
9.	<p>Environment</p> <ul style="list-style-type: none"> i) Following a discussion about a broken footpath sign in Alley Road, Parishioners were advised in the first instance to report issues related to broken signs, uncleared roadside pathways etc on the Suffolk County Council problem reporting tool (https://highwaysreporting.suffolk.gov.uk/). The view of the Council was that, particularly with respect to concerns over safety, the recording via this tool is the most effective way of stimulating some action, and provides the means for escalation should work remain uncompleted. ii) A broken grit bin on the junction of Back Road/Falkenham Road will be either repaired or replaced iii) Cllr Jacobs reported that there was a dead tree on the RG, and that Mr Tonge had offered to provide and water a replacement. Means of removal of the dead tree to be investigated. 	<p>AP1/09.24 /DJ</p> <p>AP2/09.24 /DJ</p>
10.	<p>Recreation Ground</p> <ul style="list-style-type: none"> i) Repair of carpark: Planning application is ongoing. ii) The RG Play area safety inspection has been completed, with the most significant faults scheduled for completion during October. 	
11.	<p>SALC Report</p> <ul style="list-style-type: none"> i) Cllr Lickert advised he is unable to attend the next SALC meeting. Otherwise nothing to report. 	
12.	<p>Other Correspondence to note.</p> <ul style="list-style-type: none"> i) VE 80th anniversary: The Council agreed to support the VE 80th anniversary 25th May next year, and are proposing lighting the beacon. ii) Volunteer work parties: No candidate projects identified. 	

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	<p>iii) NPPF & Community Safety surveys: The Council feels the NPPF survey was poorly constructed and somewhat difficult to complete. This comment has been made to SALC. Despite this it was felt that SALC were in the best position to complete the survey anyway and the Council agreed not to complete it. Regarding the Community Safety survey the Council felt this was highly subjective and inappropriate for completion by the Council.</p> <p>iv) Village Green seat: Two villagers have come forward, one to maintain the area immediately surrounding the seat by the cross footpath on the VG, the other to clear the encroaching weeds from beneath the Christmas tree. Cllr Jacobs undertook to review the overall state of the “hedge” side of the VG</p>	<p>AP3/09.24 /DJ</p>
13.	<p>Matters for inclusion in future agenda Local History recorder; EA3; RG substation proposal; Joint Parish Group; Felixstowe Peninsular Partnership; Park Lane flooding; VG Grass cutting; Tree Warden; Cut back of footpath to school; VE 80th anniversary; Tree replacement on RG; Remembrance Day; RG carpark; Play area inspection.</p>	
14.	<p>Date of next meeting: 7th October 2024, 7.30pm</p>	
	<p>There being no further business the meeting closed at 8.55pm.</p> <p>Signed..... Chairman Date.....</p>	