

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF MEETING

**Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 18 May 2016** at the Carlton Colville Town Council Room, Hall Road, Carlton Colville Lowestoft. The Meeting started at 8.05 pm. Minutes draft until signed.

Members of the Committee are Town Councillors Bill Mountford, Peter Tyler, Paul Radforth and Jill Tyler and Julie Hall.

### **1a To elect a Chairman**

Cllr Jill Tyler as a serving member of the Committee and as Chairman of the Town Council was elected as Chairman.

### **1b To note Members present and to receive, note and accept apologies for absence.**

All Members, Cllrs Jill Tyler, (Chairman), Paul Radforth, Peter Tyler, Bill Mountford and Cllr Julie Hall were present.

### **1c To receive any declarations of interest regarding the agenda**

None received

### **1c To consider applications for dispensation**

None received

### **2 To approve and sign the minutes of the Amenities Committee Meeting held on 20 April 2016**

Approval of the Minutes as a true record was agreed by all, being proposed and seconded by Cllrs Paul Radforth and Bill Mountford. The Minutes were signed as a true record.

### **3 Public participation**

*A period of up to 15 Minutes is allowed for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Where possible, the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion*

### **4 To receive updates on actions from the previous meeting not covered by other agenda items:**

Quote accepted from W Norse for work at Amenities Corner and the Dog Walk

A 10% reduction in costs was accepted from WDC for the cost of the current year's hanging baskets in compensation for lower flowering in previous year.

Members' visit to Suffolk Wildlife Trust to discuss changes coming to the reserve agreed as 22 May 2016 at 2.00 pm

SCC contacted to see if the orientation of the bus shelter at Beccles Road can be changed.

Members noted that the estimate received was of at least £1000 and recommended that this was too high to consider for altering the bus shelter.

WDC was advised that land that is on their asset list is incorrectly included as being in Carlton Colville

The ramp at the Town Council Room is now complete, passed by the building inspector, and the builder paid the final bill for work done.

Allotment tenancies have been issued with inclusion of proportion of water bill.

The clerk was asked to provide receipts to allotment holders.

**5 To receive details of correspondence received since 20 April 2016 about amenities matters not dealt with under other items and to note any action taken already.**

Complaints about the dog bin at Hollow Grove Way  
Waveney Norse has been requested again to relocate this to the Grove Road entrance

Agreement from Gisleham Parish Council to a Meeting about School car parking  
It was agreed that the meeting should be arranged as soon as possible and that it should be held at the Gisleham village Hall - The Hut on Gisleham Road. Members suggested any evening except Wednesdays and Thursdays. Cllr Jill Tyler suggested that it might also be useful for the two councils to discuss the land options that were relevant to both areas for the new Waveney Local Plan.

**6 To sign under delegated authority the following payments that have already been agreed by Council:**

The clerk's remuneration, and bill for BT  
These were agreed by all.

**7 To review the deteriorated state of the skateboard park to date and the requests made to WDC to mend the equipment there.**

Waveney Norse had reported that it was struggling to source replacement boards for the ramps. This was discussed at item 8.

**8 To receive Members input on Space Evaluation Report**

Members noted that the play areas in Carlton Colville were run down and that other neighbourhoods had new play equipment. The Clerk was requested to ask County Cllr Sonia Barker if she knew where funds had come from for equipment at Pakefield on London Road.

It was agreed to ask Chris Ames of Sentinel to attend an Amenities Committee Meeting to discuss the following: the play areas in Carlton Colville; the running costs for Carlton Park; advice about how the Council can move improvement of the play parks forward; to consider whether it is worth continuing with the skateboard park as it is difficult for WDC to obtain the necessary replacements to keep it in a state of safe repair; the Youth Survey requesting an improved skateboard park.

It was noted that WDC Open Space Survey describes Carton Park as a Local Park

**9 To receive information from the local police about Community Speed Watch**

It was agreed to ask PCSO Steve Wicks if speed checks had been done and what results were.

**10 To receive update on Council Room**

The ramp had been installed and the bill had been paid.

BT line had been installed and it was noted that the telephone no was 01502 521959

Prior to consulting a solicitor, advice was being sought from Community Action Suffolk about any changes in the lease required by installation of the room.

It was noted that a policy needed to be in place covering agreement with the Community Centre for insurance, council tax, water, electricity. The contents would be insured under the Council's assets and would be added to the assets list.

It was agreed that the room would be open for enquiries during the following hours

Wednesdays 2 pm to 4 pm

Thursdays 10am to 12 midday

It was agreed to hold a surgery at the room on Saturday 11 June at 10 am and to have this as the official opening of the Council Room. It was agreed to ask for an article about it to be placed in the Journal.

**11 To receive update on allotments**

Cllr Peter Tyler advised that a resident was still throwing rubbish over the fence on to the allotments. It was agreed by all that the clerk be requested to write to the resident to say that unless it was removed they would be reported for flytipping.

Complaints had been received from a resident about early morning noise and also parking. The clerk was asked, when sending out receipts for allotment payments, to advise the allotment holders not to use noisy tools before 9.00 am and to park in designated areas if possible. The clerk was asked to seek advice from the Environmental Officer about whether it was illegal for neighbours to put weed killer on to the path on allotment land. Members discussed reporting to the housing association harassment to allotment holders.

The clerk was asked to request the removal of vegetation overhanging allotments from a property in Chestnut Avenue.

Cllr Peter Tyler advised that an 8' x 12' shed was being sourced at an estimated cost of £700.

**12 To receive Newsletter and Website update**

Cllr Clare Varela had begun work on the next newsletter

Cllr Hall had received some website supplier information and was awaiting further details.

**13 To close Meeting**

There being no further business the Meeting closed at 9.25 pm

Chairman.....Date.....