

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 28 March 2012** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.00 pm
Minutes draft until signed.

1 Apologies for absence and record of members present

Members present: Town Councillors Terry Fleet Chairman, Alistair Mackie, Julie Hall, Derek Fletcher, Rod Earp, Tony Tibbitt, Bill Mountford, Derek Barley and David Kindred
Apologies were received from Town Councillor Jose Bamonde. In attendance were District Cllr Paul Light and Deacon Ian from the Methodist Church and Youth workers Debbie Goddard and Ian Castro and members of the public.

2 Declaration of interest

Cllr Jill Tyler declared an interest in item 14 as a trustee of the Discovery Centre

The Chairman, Terry Fleet, welcomed David Kindred to the Town Council as new Town Councillor, ratifying the decision made at the meeting of 13 March 2012.

3 Police Report

See attached. The Chairman read out the police report.

4 Reports from County and District Councillors and outside bodies associated with Carlton Colville and reports from working parties for period since 29 February 2012. Up to three minutes set aside for each report

The clerk read out the report from The Transport Museum. See attachment
D Cllr Light provided a copy of route maps for walks and advised that the "In Touch" Magazine from Waveney District Council listed Waveney District Council achievements, that a visit to the Olympic site had been a success and that there were six places left on a tour of the Houses of Parliament. Money raised was to go to Help For Heroes. He explained the difficulties of local District Cllrs attending Carlton Colville Council Meetings on the last Wednesday of the month as this coincided with the Full Council Meeting at WDC and the political parties' votes were split 50:50 between Labour and Conservative. Cllr Jill Tyler spoke about mentoring sessions at Pakefield High School. Cllr Fleet reported that Shona Bendix, CEO of SALC has been appointed chairman of the industrial and Provident Society, the organisation and day to day running of the Suffolk Library Service. SCC will retain its statutory responsibilities for the Library Service.

5 To approve Minutes of Town Council Meeting held 29 February 2012

Proposed and seconded by Cllrs Mackie and Tibbitt and all agreed.

6 Actions from previous Town Council Meeting of 29 February 2012

The clerk had written to WDC about WDC action over extended gardens bordering the proposed community area at Borrow Close and had been advised that no action was being taken by WDC.

The clerk had forwarded Members' suggestions to WDC in relation to Kirkley Waterfront and Sustainable Urban Development Brief, First Draft Supplementary Planning Document, that a bridge would be useful, even a small one similar in size to the bridge at St Olaves.

The clerk had written to Bloodmoor Hill Community Centre about suggested offers for help in funding for signposts.

7 Expenditure, Agree cheques to be signed

See attachment. Cheques to be signed were agreed by all being proposed and seconded by Cllrs Tibbitt and Hall.

8 Distribution of Draft Minutes from Town Council Meetings held since 29 February 2012.
These had been circulated

9 Correspondence received

A list of correspondence received had been circulated.

9i Borrow Close Community area, update on legal correspondence

The clerk read out the letter from Norfolk Property Services about the gardens backing on to Borrow Close. Cllr Fleet and the Clerk would be meeting with solicitors to discuss this matter on 30 March.

9ii To receive information about street lighting

The clerk read out information from SCC about areas where street lighting would not be reduced.

9iii Information and Consultation meeting about Localism and Community Led Planning.
Planning 16 April at WDC

Members were advised of the above.

9iv Letters to Journal

Cllr Julie Hall said that she wished that a line would be drawn under the recent letters and that all would work together for the good of Carlton Colville.

Other Correspondence to be discussed under agenda items

10 Training, reports on training received and notification of training available
Details had been circulated

11 To agree and ratify recommendation made at Amenities Meeting to install a bus shelter at Beccles Road in the vicinity of new housing development opposite Marsh Lane

Proposed and seconded by Cllrs Julie Hall and Tony Tibbitt and all agreed.

12 To discuss and agree formation and membership of Town Council 106 and Play areas Committee to liaise with WDC

Cllrs Fleet, Mountford, Tyler and Kindred and the Clerk and D Cllr Light had attended a meeting on 22 March with the WDC Play Areas Officer who had suggested that the Council consider setting up a committee to liaise with WDC about play areas.

Members discussed this and it was agreed to form a Town Council 106 and Play areas Committee to liaise with WDC and that the following councillors would be members:

Tony Tibbitt, Bill Mountford, Julie Hall, Jill Tyler and David Kindred. All agreed

13 Town Council Newsletter to discuss input for future edition

Input was discussed. Cllr Tyler proposed that senior schools be approached to see if their pupils would be interested in acting as guest editors, and that she would start initially by approaching one school in the area. Cllr Hall suggested that Pakefield High School might be interested as part of its promotion of literacy and advised that it did already produce a newsletter of its own. Cllr Tibbitt seconded the proposal and all agreed.

14 To discuss partnership of Deacon Ian Discovery Centre project with Town Council for community use of Carlton Colville Primary School site building

Cllr Terry Fleet reported that, following the public meeting on 11 March 2012 about uses for the Carlton Colville Primary School buildings, he and Deacon Ian had met and talked about the matter and, if possible, Carlton Colville Town Council would take over the building as landlords and have use of rooms there and the Methodist Church would manage the building and have projects there as part of its Discovery Centre. Members discussed this. It was resolved that the Town Council and the Methodist Church should work together with developing the building for community use. This was proposed by Cllr Bill Mountford and seconded by Cllr Derek Fletcher and all were in agreement. Residents in attendance expressed concerns about security at the building and lack of security lights. Cllr Fleet advised that he would contact SCC about the lighting situation and that he had been advised by SCC that the windows would be made secure.

15 To discuss Town Council support of Bloodmoor Hill Community Centre

The clerk had heard from Bloodmoor Hill Community Centre that the directional signs would cost in the region of £1300 and that the rent for the room to be used by the town council as storage area was £200 a month. The item would be deferred to the next meeting and there would be a further meeting with WDC and the Bloodmoor Hill Community Centre Committee on 19 April.

16 To discuss Town Council Website

The clerk advised that some progress was being made with the new template. Cllr Kindred offered to see if he could help with the website.

17 To discuss provision of Town Council Charitable Funding

Cllr Fleet proposed having an annual sum nominally of £250 charity money available for charities to bid for using an application form providing details. This aims to get a fairer distribution of available money and to help several smaller charities instead of just one. It was agreed to put this item on the Amenities agenda.

18 To discuss provision of bylaws in respect of obstacles placed on grass verges

Cllr Fletcher had noted that obstacles were being placed on grass verges creating a tripping hazard particularly now that street lights were being dimmed. Cllr Fleet observed that obstacles were sometimes placed on grass verges to prevent parking on them. He advised that the Town Council is unable to originate bylaws but can take on board those already in existence. As he understood it Lothingland Rural District Council had a by law preventing car parking on grass verges but the old Lothingland Rural District boundary does not cover all of Carlton Colville. Cllr Fleet therefore suggested contacting the legal department at WDC and Suffolk Highways to find out what the exact position is about parking on grass verges before going any further. In the meantime it was proposed to report any addresses that have placed dangerous items or trip hazards on the verges to the WDC Environment Dept under Health and Safety Legislation. This

was agreed by all being proposed and seconded by Cllrs Mackie and Hall. Cllr Tyler suggested including a note in the newsletter asking people to be sensible about placing obstacles on grass and all agreed.

19 To discuss frequency of attendance of councillors at Meetings

Cllr Light explained the difficulties of local District Cllrs attending Carlton Colville Council Meetings on the last Wednesday of the month and suggested that the Town Council change some of its meeting dates. Members advised that this would need to be looked into as it would need changing the Standing Orders and the availability of the hall would need to be verified. Cllr Hall suggested that where a councillor was regularly absent the Council should enquire to make sure there were no problems. It was agreed to look into changing the meeting days and to put this on the next Full Council agenda.

20 To consider ways to invest Town Council monies

Suffolk Association of Local Councils had advised which bank it found preferable. A suggestion from a resident was made about using internet banking. Cllr Fleet advised that systems were used where signatories were needed in the interest of security. This would be an agenda item again and information from Salc would be sought about internet banking.

21 To discuss official emblem for Town Council

Cllr David Kindred made the suggestion that instead of using the historical town sign as an emblem the Council use a modern style picture free heading. It was agreed to put this item on the agenda for the amenities meeting for discussion.

22 Items for next months meeting

Borrow Close community area, Carlton Colville Primary School buildings, Bloodmoor Hill Community Centre, to consider ways to invest Town Council monies, internet banking, website, days for holding Meetings,

There being no further business the meeting closed at 9.40pm

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

CARLTON COLVILLE TOWN COUNCIL
POLICE REPORT
FOR THE PERIOD 29/02/12 – 27/03/12

THERE HAVE BEEN 9 CRIMES RECORDED
DURING THIS PERIOD AS FOLLOWS.

2X CRIMINAL DAMAGE VEHICLE
ONE OFFENDER HAS BEEN DEALT WITH

1X CRIMINAL DAMAGE DWELLING
SAME OFFENDER AS PER ABOVE

1X HOAX COMMUNICATION
OFFENDER CHARGED

1X BREACH OF THE PEACE
OFFENDER DEALT WITH

2X THEFTS OF PEDAL CYCLES

1X BURGLARY DWELLING

1X ASSAULT OCCASIONING ABH
OFFENDER DEALT WITH

REPORT COMPILED BY PCSO 3087 STEVE WICKS
ON BEHALF OF THE SOUTH LOWESTOFT SNT

Minutes Carlton Colville Town Council Meeting 28 March 2012

Payments to be considered

Subscription Suffolk acre chq 1575	£25.00	
SALC Councillor Training, Cllrs BM and TF chq 1576	£60.00	
Mileage Cllr TF, 4 courses since September chq 1577	£252.20	
Stationery expenses Cllr TF chq 1578	£48.10	
Clerks Wages for March including back pay and extra hours worked during March 2012 chq 1579		
Inland Revenue March chq 1580		
Paper cartridges files, clerks expenses chq 1581	£82.32	
Clerks mileage, 8 extra meetings outside normal meetings during November - March 77 miles at .45p per mile chq 1582	£34.65	

Chairman's Report
C.C. Town Council Meeting, 28th March, 2012

I was rather disappointed that I was the only member that joined the Police Street Meet at the Rainbow car park on 4th March, and that some members were missing from the Public Meeting. I would however, like to sincerely thank those members, our Town Clerk and my wife, for turning up at the allotted time to set out chairs, tables etc. My thanks must also go to those residents who stayed behind to help pack up after the meeting. There will be another public meeting called in the not too distant future, more details later.

Cllr Tony Goldson has offered his services, to help us in our quest to take over the primary school site. He has experience in the 'take over' of the middle school site in Halesworth which will be invaluable to us. I have agreed to allow him a spot at the next Council meeting on wednesday 25th April, to tell us of some of the hurdles that confront us in our 'take over' efforts.

Lord Hill of Oareford and Michael Gove M.P. will be making the decision on the Seckford Foundation's bid for the school site before Easter. we have considerable support from Peter Aldous M.P. As well as 4 other M.P's of my acquaintance, and I await the decision with interest.
My engagements since the last full Council meeting:

Sunday, March 4th. Attended Police Street Meet at Rainbow Car park.

Wednesday, March 7th With Cllr Mountford attended seminar at Claydon re Grants and Funding.
With Cllr Mountford and the Town Clerk attended a meeting of the Waveney Play Partnership Scheme at Halesworth.

Sunday, March 11th Public meeting re the primary school site.

Tuesday, March 13th Met Deacon Ian Cartwright at his home.

Thursday, March 15th Chaired SALC Waveney Area meeting at Halesworth. Cllr Mountford also attended.

Monday, March 19th Met Cllr Tony Goldson at my home to discuss proposals for take over of primary school site.

Thursday, March 22nd With Cllrs Tyler, Mountford ^{KINDRED} and the Town Clerk attended meeting with Council Officers re S106 money and Play equipment

Cllr Terry Fleet, 28/3/12

REPORT FROM EAST ANGLIA TRANSPORT MUSEUM
MARCH 2012

"Transforming the Terminus Tearooms" has been completed. Improved accessibility to the café was a priority. Our insurance required a barrier separating the pavement from the road outside the former central door to the café. The width of the pavement was restricted by the adjacent road and tram track. Visitors using wheelchairs or buggies had limited manoeuvrability in this area of the site. The solution was to have "in" and "out" doors to replace the central door, reduce congestion and improve access for all visitors. New kitchen equipment has been installed although we were unsuccessful in a grant application for this part of the project. A team of volunteers did the internal decorating.

Preparing the site for opening does not just take place at ground level. A small, dedicated team have been working on the overhead wires. Maintenance of this high level network is essential to ensure smooth running of the trolleybuses and trams.

A museum representative attended a Museum Volunteers session at Lowestoft Record Office and had the opportunity to find out about resources of interest to museums.

Members Day was on 24 March when members from both far and near volunteered their time to prepare the site for opening. A list of jobs had been prepared in advance although the list grew as the day progressed. The fine weather enabled much outdoor work to be accomplished including cleaning vehicles, gardening and sweeping paths. Indoor work included dusting, removing finger marks and cleaning activity clipboards.