

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 6 March 2013** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.00 pm
Minutes draft until signed.

1a) Welcome by Chairman

The Chairman welcomed the representative from the Transport Museum and PCSO Justin Winn and members of the public and Town Councillors and D Cllr Paul Light.

1b) To note Town Council Members present and to receive any apologies for absence and duly note them

Members present: Town Councillors Jill Tyler Chairman, Julie Hall Vice-Chairman, Tony Tibbitt, David Kindred, Peter Tyler, Derek Fletcher, Jose Bamonde and Bill Mountford. Apologies were received and accepted from Town Cllr Wendy Miles, Alistair Mackie and Jose Bamonde.

1c) To receive any declarations of interest regarding the agenda

No declarations received

1d) Consider applications for dispensation

See 1c

2 To approve and sign the minutes of the Town Council Meeting held on 6 February 2013

Approval was agreed by all being proposed and seconded by Cllrs Tony Tibbitt and Julie Hall.

3 To receive updates on actions from the previous meeting (information only)

Software for Town Council accounts. Following more background information about software packages these was being further evaluated
Provision of grit bins, request to C Cllrs for locality money had been made, no locality funds were available as all had been used this year.
Notification has been sent to solicitors to proceed with Borrow close conveyance.
High interest deposit account has been opened with Co-op bank
Signature of ex signatory has been removed from accounts
Vinyl signs for Town Council bus shelters have been ordered and proofs received It was agreed to ask for revision of lettering for smallest bus shelter.
Business cards have been received and distributed among members

4 To allow Meeting to be adjourned for public participation

To allow Meeting to be adjourned for public participation
The Meeting was adjourned at 7.05 pm to receive reports and to receive questions to be directed to the Chairman from residents regarding local concerns.

The purpose of the meeting is for Councillors to discuss Town Council business and whilst attendance of residents is welcomed, they are not allowed to join in the discussions of the Councillors.

During each meeting the council will adjourn for a period of up to 15 Minutes to allow 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.

- a) To receive a report from the Police Representative.
PCSO Justin Winn read out the report, see attachment.
- b) To receive a report from Waveney District Councillors
A report had been received from D Cllr Paul Light, see attachment
- c) To receive a report from Suffolk County Councillors
No report had been received.
- d) To receive a report from East Anglia Transport Museum
This was read out by the representative Sandra Ward, see attachment.
- e) To receive the Chairman's report
This had been circulated, see attachment

- f) To receive questions from the Public.

Previously a request had been made for Yellow lines at The Street due to concerns about the potential for accidents when coming out of Farnham Road as traffic is often on the wrong side of the road due to parked cars. A resident from The Street questioned the above request giving the view that this would result in lack of parking spaces and the parking would be moved elsewhere and also that the parked cars slowed traffic down and that the fault was with bad driving and not with parked cars. The Chair advised that a consultation would be done by SCC before any lines were painted and it was agreed to forward the resident's comments to SCC. PCSO Justin Winn agreed to look into the matter of the traffic speeding in the Street. A suggestion was made for 20 mph limit in The Street. Cllr Tony Tibbitt asked that a reminder be sent to SCC to finish the yellow lines at Secrets Corner.

The Meeting reopened at 7.22pm.

5 Correspondence

To receive correspondence log

The Correspondence log had been circulated.

- a) **To receive details of any correspondence of importance for Council to consider.**
Councillor resignation, Cllr Armin Brocksom had resigned. The vacancy had been advertised and WDC informed.
- b) **To confirm receipt of minutes from Meetings held since 6 February 2013:**
Planning Committee Meeting 6 February 2013
Amenities Committee Meeting 19 February 2013
Allotments Committee Meeting 19 February 2013
These were received

6 To receive update on the School traffic situation at Carlton Colville Primary School

Cllrs Jill Tyler and Tony Tibbitt had attended the meeting on the School traffic situation at Carlton Colville Primary School at the school, chaired by C Cllr Kathy Gosling, on 4 March 2013. They reported that there had been about 150 people in attendance. Cllr Tibbitt reported that he was not happy with the comment made by SCC that "We are where we are" as he perceived that SCC had made the problem and should solve the problem and lives were being put at risk. It was reported that the SCC portfolio holder for roads had not attended the meeting. Members said the following: Was there an adjudicators report and was there anything in it about the road and parking? Was there a risk assessment? It was alleged that a risk assessment had been done but that the difference in age groups had not been taken into account. See attachment for report from Cllr Jill Tyler on the meeting

7 To receive concerns about the roundabout at Chapel Rd/ Beccles Rd and agree any course of action

Cllr Derek Fletcher reported concerns about traffic from Beccles on the inside lane not allowing for cars turning into the layby, which used to be the old Beccles Road. It was agreed to forward concerns to Suffolk Highways with a suggestion that making the approach one lane instead of two lane be considered.

8 To receive information about the policy for provision of bus services in Carlton Colville and to agree action on received information

Conflicting information had been received from SCC network planner and the bus companies about where responsibility lay for decisions about provision of services. It was agreed to forward the information from SCC to the two bus companies and to advertise the appropriate addresses in the newsletter.

9 To receive information and agree necessary action regarding the proposals by East Anglia Offshore Windfarm and the National Grid project.

Cllr Jill Tyler proposed that information about the East Anglia Offshore Windfarm and the National Grid energy project be monitored by the Planning Committee so that Members were aware of any impact that proposals might have. All agreed.

10 To agree the format and date for the Annual Parish Meeting 2013

It was agreed by all to have the Annual Parish Meeting on the same night as and prior to the AGM of the Council and to invite a spokesperson from the WI.

11 To receive update on the plans for provision of permanent premises for Carlton Colville Town Council

Addresses of local builders had been received. The following was agreed by all: Copies of the plans would be sent to local builders with a request for quotes. Cllr Peter Tyler would meet builders on site. Cllr Jill Tyler would advise the Carlton Colville Community Centre of the Town Council intentions.

12 To agree in principle the adoption of Council Employment Policy based on Suffolk Association of local Councils Model Policy

These were agreed by all being proposed by Cllrs Jill Tyler and Peter Tyler.

13 To agree cheques for signature

See attachment. All cheques were approved by all apart from cheques 1688 and 1689 which would be considered under item 15. Bank reconciliations to 28 December were distributed. It was agreed that bank statements would be provided at future distributions of reconciliations .

14 To consider under the Public Bodies (Admission to Meetings) Act 1960, that the public be excluded from item 15 of this current meeting on the grounds of the confidential nature of the business

This was agreed. Members of the public left the meeting at 8.00 pm

15 To agree any action required by the council raised by council employee appraisal

It was noted that the clerk had been working extra hours during the year and that these had not been claimed on a continual basis as in past years increased hours in one month would often be offset by a decrease in hours in other months. However due to increase in Council activity and meetings and legislation this had not happened. It was agreed to pay the clerk for extra hours worked. The number of hours to be allocated in future to the clerk would be discussed at the Finance and Personnel Meeting at the end of the month with consideration that these should be up to 95 hours a month paid monthly and that ways would be looked at to reduce the work load.

As a start in reducing the Clerks hours it was recommended that the Borrow Close / Allotment Committee would be a working party so that the work involved with this would not fall to the Clerk. The Working Party would report to the Council and would meet at Cllr Tony Tibbitt's house. Proposed by Cllr Jill Tyler and all agreed.

16 Matters for consideration at the next meeting and matters in abeyance:

Litter bin at Ribblesdale, bench at Castleton Avenue, obstructions on footpaths; Charities Donation Policy, Community Led Planning, Consultation with residents on allotments project; youth clubs; 106 monies.

17 To sign the cheques agreed under item 14 and 15 above

18 Close Meeting

There being no further matters the Meeting closed at 8.45 pm

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

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Payments to be considered

Graphic Solutions business cards chq 1682	£78.00
Suffolk Assoc of Local Councils training chq 1683	£90.00
Expenses councillor DK chq 1684	£27.99
Expenses councillor JT £30.00, mileage £43.20, chq 1685	£73.20
Expenses councillor DF chq 1686	£ 15.98
Clerks mileage training chq 1687	£43
Clerks Wages for February chq 1688 including additional hours over 2012/13	
Inland Revenue chq 1689	

**Chairman's Report
February 2013**

The start of the month I focussed on what I was going to cover in my speech at the Development Control Committee, I would like to think it paid off! As ever, I have continued to busy myself with the business of the Town Council and have almost completed the staffing policies work and updating the Action Plan and producing a tracking sheet too from the Visioning Event Report.

4th February	Attended site meeting at the Paddock.
6th February	Attended Full Council meeting
7th February	Met with residents of Burlingham Drive/ The Oaks Estate to determine who was going to cover what arguments in preparation for the meeting of the WDC Development Control Committee on 12th February.
12th February	Attended WDC Development Control Committee to present the Town Council's argument not to build on the Paddock.
14th February	Attended SALC Training with Christine Sayer. Briefing session covered staff matters, pension provision and policies.
19th February	Attended site visit with Cllr Light and Mr Lee Smith from Suffolk CC to look at the problems associated with roads, driveways, garages, footpaths and pavements on new developments. We used The Oaks as our example. Also attended Amenities Committee meeting.
20th February	Attended Northern Parishes quarterly meeting at Lound. This is a very informal meeting where the parishes share information and experiences and look at the challenges of the future.
21st February	Met with Mr Matthew Ellis to discuss the role of a Town Councillor.
25th February	Met with Cllr Gosling to distribute flyers advertising the forthcoming meeting to discuss matters at Carlton Colville Primary School. Also took the opportunity to show Cllr Gosling firsthand the situation around the school at the end of the school day. We looked at all aspects of the problem: <ul style="list-style-type: none">• parking on Rushmere Road, Gisleham Road and further afield• parking in the school car park• teaching staff providing a "policing" function to allow children to cross the entrance/exit of the school car park allowing safe crossing• damage to the roads/lanes
26th February	Attended a meeting to help with the organisation of the inaugural cycle ride around the villages of Southwold in support of raising funds for the Suffolk Preservation Society.
27th February	Met with a parent to discuss the situation at Carlton Colville Primary School. Gained lots of information from this meeting.

Carlton Colville Town Council Meeting Wednesday 6th March 2013

• **Police Report**

For the period 6th February to March 1st 2013 there were 20 reported crimes, the breakdowns are as follows:

Domestic incidents 4
Criminal damage 8
Burglary dwelling 2
Common assault 2
Theft other building 1
Harassment 2
Message by letter/email indecent or threatening 1

The Lowestoft South SNT continues to patrol and target the recent burglaries. We currently have no plans next month for any street meets but will let you know if we make any dates.

PCSOs Winn and Wicks will be canvassing at the end of the month to see if we can get any interest in the current dormant schemes of NHW in Carlton Colville. Some of the schemes have not been active for some times so are looking to revive them.

If anybody has any ideas for new schemes or anybody that wants to start one up, please make contact with us for any ideas.

Report compiled by PCSO 3135 on behalf of the south team.

REPORT FROM EAST ANGLIA TRANSPORT MUSEUM
FEBRUARY 2013

Despite the continuing cold weather much has been achieved in February. There has been maintenance work on buildings and dedicated teams continue to progress on restoration projects. Behind the scenes work on documentation continues in readiness for our application for accreditation in July. Volunteers are registering for various training courses.

Returns and questionnaires have been completed and returned to external organisations. One interesting statistic is the number of hours worked by museum volunteers is equivalent to 27 fulltime employment posts.

Members Day is on 23 March when volunteers from far and near will prepare the site for the opening of the season on 29 March. There is a wide range of jobs to do from washing trolleybuses to wiping clipboards.

The 2013 leaflets are at various distribution points in the region. These describe the four new events this year – History in Motion, 40 Years of the East Suffolk Railway, Hop on a Bus Day and End of Season Gala Weekend.

Report from WDC Cllr Paul Light

This month WDC has approved its 2013 budget with everyone supporting the efficiencies and partnership work that has enabled there to be no WDC increase. Joint working with SCDC has also helped keep ongoing costs down.

No employee of WDC has had any pay increase for 3 years and they should be admired for maintaining their hard work to maintain the front line services.

The proposed building of a Waveney centre on Riverside has cross party support:-

The present Lowestoft Town Hall is not adequate for what it needs to do.

The building is largely wood based and a potential fire risk with every emergency route down relies on wooded stairs.

Some rooms do not have an escape route that all but the most agile could negotiate.

There are rooms with cracks in the wall that allows you to see into the street below, there is evidence of asbestos and because of the age of the building is extremely expensive to heat and light.

There is just over 100 staff located at the TH and many of these job share with SCDC so often do not spend a full week there.

I think it fair to say that all WDCllrs want to keep the TH as it is such a part of our history. Other buildings have been taken over by the community and funding has allowed considerable improvements to be made.

A number of specific items have been considered at Overview & Scrutiny including the Free School, working with the Youth Council, NHS plans for the area, etc

There have been a number of appeals against Dev. Cont. decisions and the majority have been dismissed.

As with all previous applications I have made sure that every concern about the proposed development of the Paddocks was taken to the appropriate Officer or body.

My task was made easier as WDC Planners had enough grounds not to be supportive.

For the first time ever I was able to attend a Dev Cont meeting with a CC development being opposed on sound planning grounds.

I think it fair to say the Developers Agent had an uncomfortable half hour as colleagues asked numerous challenging questions based on the site visit I had written to the Chair & PPOfficer to request.

Had a number of identical emails about what "I was doing about people sleeping rough during the cold weather".

My answer was based on a survey recently carried out by WDC when they tried to identify anyone living rough. They did find that there were one or two who did not want to be found (although there was evidence that someone was sleeping rough in particular places). There are locations that take in anyone in need of shelter and there is help for anyone who may need it by going to the Marina Centre.

I did make several visits to check on some elderly residents to make sure they could cope and had heat and food.

Have written references for residents when asked.

The London Trip I am organising to the Old Bailey or HofP has been joined by members of the Youth Council as part of their Culture and Diversity programme.

Emails from the Clerk were followed up and the situation is that, in order for a prosecution to take place, someone needs to witness an example of dog fouling and be prepared to go to court.

In the past I have passed on residents reports about this type of thing but have often found that, if the thoughtless few are challenged they have become abusive or threatening.

Rosedale surgery is expanding to allow for an additional doctor and a chemist that will be open at the same time as the surgery.