

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 7 Oct 2015** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.10 pm  
Minutes draft until signed.

### **1a) Welcome by Chairman**

The Chairman welcomed Town Councillors, County Cllr Sonia Barker, District Cllrs Paul Light and Jenny Cesera, Youth Workers of Impact, the Representative of the East Anglia Transport Museum and Members of the Public.

### **1b) To note Town Council Members present and to receive note and accept apologies for absence from Town Councillors**

Town Council Members present: Chairman Alistair Mackie, Vice-Chairman Jill Tyler, Paul Radforth, Christine Fair, Peter Tyler, Bill Mountford, Clare Varela, Derek Fletcher, Terry Fleet

Apologies were received noted and accepted from Cllr Julie Hall.

Apologies were also received from District Councilor Kathleen Grant. County Cllr Peter Byatt will attend alternate Town Council Meetings with County Cllr Sonia Barker.

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

None received

### **1d) To consider applications for dispensation**

None received see 1c

## **2 To approve and sign the minutes of the Town Council Meeting held on 2 September 2015**

Approval of the Minutes of the Meeting held on 2 September 2015 were agreed by all and were signed by Vice-Chairman Jill Tyler who had chaired the meeting of 2 September 2015.

## **3 Public participation**

*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 allow a period of up to 15 Minutes for reports and 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.*

### **3a To receive reports**

Reports were received from the following:

#### **i) The Police**

See attached report

#### **ii) District Councillors**

See attached report

#### **iii) Suffolk County Councillors**

#### **iv) East Anglia Transport Museum**

See attached report.

#### **v) Carlton Colville Youth Council**

The Youth survey results

See attached report.

#### **vi) The Clerk**

See attached report

### **3b to receive questions from the Public**

Comments were received that closure of Carlton Hall acute services had gone ahead despite views of public expressed against this in the public consultation. These comments were noted and would be referred to County Cllrs.

The question was asked about the responsibility for flooding prevention. SCC Cllr advised that SCC was legally responsible for prevention of flooding. Cllr Bill Mountford advised that in his capacity as a County Cllr he had information dating back from the 2006 flooding situation that indicated that The Environment Agency had been financed with three thousand pounds by DEFRA to carry out remedial work at Kirkley Stream. Cllr Jill Tyler proposed and all agreed that Cllr Mountford raise the question with Suffolk County Council about how the money had been used.

### **4 To receive an update on actions from the previous meeting 2 Sept**

**Flooding** - Information was obtained from the Environment Agency about ownership of Kirkley Stream

Liaised with residents about the formation of an emergency planning group. Forwarded updates to them concerning flooding measures and contacted the Emergency Response Officer about his attendance at a meeting with the group

**Hedges and pavements Policy** - Further correspondence with SCC about input for a Town Council policy to keep Carlton Colville pavements free of overgrown hedges slippery leaves and encroaching vegetation particularly on school walking routes. - SCC suggest meeting Councillors on 21 or 28 October at 10. Am. SCC is looking at the costs of extending the pavement.

**Council Room** - Delivery of council room furniture arranged for 8 October

### **5 To receive details of any correspondence of importance for Council to consider not received elsewhere:**

Notification from Suffolk Constabulary of review of police presence at Parish / Town Council Meetings and that in future the Police will not normally be in attendance.

Closure of acute adult wards at Carlton Court

Salc AGM 12 November 2015

Remedial flooding work at Fordson Way

Increase in costs of building work for extra depth of foundations

Reply about the Post Office from Peter Aldous

### **6 To confirm receipt of minutes from Meetings held since 2 Sept 2015:**

Planning Committee Meeting held on 16 Sept 2015, circulated

Amenities Committee Meeting held on 16 Sept 2015, circulated

Community led planning working group met on 8 sept 2015

### **7 To agree payments of cheques**

See attachment

All Members agreed all payments. It was also noted that the payment to the external auditor had been made at the previous meeting.

### **8 To agree cost of removal of free furniture from WDC Town Hall to Carlton Colville Community Centre for use in proposed Town Council room**

This was agreed by all being proposed and seconded by Cllr Christine Fair and Paul Radforth

### **9 To propose that the Town Council in principle sets aside £25,000 from reserves to be used for refurbishment and provision of items for open spaces**

This was agreed by a majority, being proposed and seconded by Cllrs Jill Tyler and Bill Mountford.

**10 To agree Town Council recommendation for a solution to the Carlton Colville Primary School traffic problem**

The clerk read out the previous recommendations as agreed at the July 2015 Town Council Meeting. These were as follows: There is no evidence to show that a zebra crossing is safer than a school crossing patrol. A school crossing patrol would be needed anyway in addition to the zebra crossing as this is safer and controls traffic flow at school times.

Residents were of the opinion that the zebra crossing would worsen the parking situation.

The money saved by not having a zebra crossing should be used towards the next stage of the proposals to remedy the traffic and car parking problems. The continual monitoring and cutting of the hedges be incorporated into the safety measures for children walking to school. Members discussed the provision of a car park as being the sustainable solution as children were not at an age where they could just be dropped off and left.

The following was agreed by all: The clerk be instructed to ask SCC what its next step is in its plans to improve the parking situation. It was noted that a farmer's field might be available to use for parking. Cllrs Clare Varela and Paul Radforth agreed to look into background information for this.

**11 To agree a meeting between Town Council representatives and Suffolk Highways to discuss the policy for keeping pavements clear of encroaching hedges and vegetation and agree those attending**

A meeting with SCC on 21 October to be attended by Cllr Clare Varela and The Clerk was agreed by all.

**12 To receive a recommendation from the Amenities Committee about provision of hanging baskets**

It was agreed to ask for residents' opinion in the newsletter about whether to continue having hanging baskets.

**13 To agree the Flying the Flag arrangements for the Commonwealth Day**

Procedures necessary for the flying of the flag at St Peters Church were read out by the clerk. It was agreed by all that the Town Council did not have the time or manpower resources to comply with flying the flag.

**14 To agree that all meetings including working parties, and meetings between Members and persons outside the Council about Council matters, are notified to the clerk and are inserted into the Council's calendar of meetings**

It was agreed that all meetings would be inserted in the diary.

**15 To consider postponing the precept meeting date to allow report from W Norse about open spaces to be received**

This was agreed.

**16 To receive update on newsletter and website**

The previous webmaster was still kindly offering to keep the website updated.

Cllr Clare Valera had produced the current newsletter and it had been printed and would be distribute this week.

**17 Matters in abeyance and for next Meeting**

Invitation to Post office representative to experience the post office facilities for Carlton Colville; Numbering system for agenda and minutes, Council meetings with agencies eg highways; School traffic situation and TC recommendation for solution; Youth facility - youth hub, emergency response document

**18 To close the Meeting**

The Meeting closed at 8.30 pm

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

TC Meeting October 2015

Payments for consideration

	£	
Training sessions mileage JT Chq 1970	£76.95	
Reimburse clerk for payment to Archant for newsletter delivery Chq 1791	£175.74	
Community Action Suffolk grow your community conference chq 1972	£30.00	
Carlton Colville Community Association hire hall for flooding meeting 3.5 hours 27 August chq 1973	£50.75	
Clerks training at Calydon for website 98 miles at 45 per mile Chq 1974	£44.10	

CARLTON COLVILLE TOWN COUNCIL

POLICE REPORT FOR PERIOD

26/08/15 – 30/09/15

There have been 21 crimes recorded for the above period

1x Assault occasioning ABH

1x Criminal damage – other

3x Criminal damage vehicle

2X Criminal damage dwelling

4x Burglary dwelling

2x Cause harassment/alarm/distress sect 5

1x Common assault (no injury)

1x Theft other

1x Theft from motor vehicle

1x Interference with motor vehicle

1x Possession of class B drug

1x Arson

2x malicious communications

Report compiled by Pcs0 3087 Steve Wicks on behalf of the South Lowestoft Safer  
Neighbourhood Team.

## Carlton Colville Town Council 7 October 2015 Clerks report

**Buses** Liaised with Suffolk County Council about bus shelters

Consulted with residents about Beccles Road bus shelter. One objection and two agreements received. Objections on basis of extra car parking of those not from Carlton Colville, the site of the bus shelter, the need for a layby, the use of the shelter as a meeting point for hooligans.

Suggestion made at the TC Amenities that the bus stop site was not suitable for a bus shelter due to heavy traffic and that Suffolk County Council review the site and consider location at layby near to the Crown pub. Suggestion forwarded to Suffolk County Council. SCC has replied that it will look into this

Liaised with resident and Suffolk County Council about Douglas Close bus stop flag

**Flooding** - Obtained information from the environment agency about ownership of Kirkley Stream

Liaised with residents about the formation of an emergency planning group. Forwarded updates to them concerning flooding measures. Contacted Emergency Response Officer about attending a meeting with the group

**Hanging baskets** – Contacted W Norse about the poor standard of the hanging baskets (Amenities) W Norse replied and apologised and had not been aware of the problem. There were no differences in suppliers or plants. They offered a discount for next year.

**Meeting with W Norse** – See above. W Norse also suggested meeting Councillors to walk areas and to receive input and views on W Norse groundwork in Carlton Colville including amenities corner and dog walk.

**Bins** – Forwarded current prices of bins to County Cllr Sonia Barker. Advised Carlton Wildlife that the site for requested bin was outside Carlton Colville and liaised with them their County Cllrs for funding

**Councillor letters** - sought advice from Salc Meeting to be arranged with Salc attending

**Hedges and pavements Policy** - Liaised with SCC about input for a Town Council policy to keep Carlton Colville pavements free of overgrown hedges slippery leaves and encroaching vegetation particularly on school walking routes Further correspondence received - SCC suggest meeting Councillors on 21 or 28 October at 10. am

**Dog walk and Amenities Corner** – requested clarification of service agreement and costs for next year

**Naming Aveling Way** -- agreed asking schools about competition to name Aveling Way and letters were written to local primary schools

**Council Room** -Liaised with WDC and removal firm for visit to town hall to provide quotes to remove furniture from Town Hall to Community Centre. Quote received for £200. Arranged delivery of furniture for 8October

**Fly the Flag for Commonwealth Day** Lasied with St Peter Church and Members as request received from Bruno Peek for TC to agree whether TC would do this. If TC does not do this B Peek will ask another representative in Carlton Colville.

**Newsletter** – ordered printing and delivery **Remembrance Day Wreath** – ordered and collected wreath

**Key to Meeting room at Bloodmoor Hill** - ordered and collected key

Report from District Cllr Paul Light

**Following the problems with the flooding associated with the Kirkley stream I held a site meeting with SCC Highways and SCCllr Byatt.**

**A comprehensive report on this meeting has already been forwarded to the Town Council.**

**On Sept 3<sup>rd</sup> 2014 Cllr Grant and I were contacted by a resident on Meadow way distressed about weeds and brambles overhanging her property and causing damage to her fence.**

**The lady had been experiencing problems for a number of years and had been unable to get any help even though she had spoken to the workmen trimming the path, visited and telephoned the Town Hall and Rotterdam Rd.**

**We visited her and I telephoned the problem to WN for action.**

**Since then I have been regularly telephoning and emailing seeking resolution.**

**Other SCC, WDC, and TCllrs have visited the area.**

**Often the information, as to who is responsible or when work will be done, has conflicted.**

**I was told in July/August this year that the responsibility was with SCC Rights of Way.**

**I have written to them a number of times and SCCllr Byatt is also writing to different SCC Depts on behalf of the resident.**

**On Oct 5<sup>th</sup> I met with Mark Ross (WN) and SCCllr Byatt for a site meeting and was able to view the situation from inside the ladies garden.**

**The length of her fence is overhung by various weeds and shrubs the majority of which are blackberries.**

**In places these are so intense as to tower 3 or 4 foot over her fence.**

**Much of her garden has been seeded by these fruits and light is being blocked from her windows.**

**Everyone was quite taken aback by just how bad the situation was.**

**The challenge is to find out just who owns the land beside the footpath and who is responsible for maintaining it.**

**Having been told RoW was responsible for keeping the area approximately 1m from the path clear we learnt that WN recently gained the contract to look after this.**

**We were assured this would be done outside of the nesting season.**

**However, since the distance from the footpath to the fence is greater than the contracted area finding out who is responsible for the full width is proving a challenge.**

**The cutting of the various Bloodmoor footpaths was also discussed and the importance of including upward cutting as there were often dangerous overhanging shrubs by footpaths.**

**Following the meeting Cllr Byatt and I went to Riverside to speak to one of WDC's legal team who is trying to get some answers for us.**

**I've also been contacted about:-**

**The sudden closure of the acute adult unit at Carlton Court**

**neighbour disputes and 'silent' telephone calls,**

**unwanted double yellow lines on Chapel Rd,**

**car sales at the Ashburnham way car park and Elm Tree lay by,**

**wanted improved traffic safety measures from the Oaks and Chapel Rd area.**

**I note from the agenda that the TC is meeting with SCC Highways.**

**Having suggested several times the value of all representatives of CC meeting with the different agencies I would like to bring this up again.**



**My recent experiences trying to help residents has shown the value of working with other councillor colleagues.**

**By working together everyone knows what residents are asking for, what can be achieved, and who is best able to help without the perception of being sent in 'circles' when trying to get a result.**