

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 3 June 2015** 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 Town Councillors, the local Police PCSOs Justin Winn and Steve Wicks, County Councillor Sonia Barker, and Youth Workers of Impact and Members of the Public.

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

Town Council Members present: Chairman Alistair Mackie, Vice-Chairman Jill Tyler, Derek Fletcher, Bill Mountford, Paul Radforth, Julie Hall, Christine Fair, Peter Tyler and Terry Fleet. Apologies were received from Cllr Clare Varela and noted and accepted.

Apologies were also received from District Councillor Paul Light and there were no other District Councillors in attendance

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

None received

1d) To consider applications for dispensation

None received

2 To approve and sign the minutes of the Town Council Meeting held on 13 May 2015

Approval of Minutes of the Meeting held on 13 May was proposed and seconded by Cllrs Jill Tyler and Paul Radforth and agreed by all.

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 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

PCSO Steve Wicks read out the Police Report. See attached. PCSO Wicks added that: Due to the change in crime recording there is an apparent crime increase.

Individual neighbourhood police teams are now being deployed over larger areas before attending to their local areas.

Anti-social behavior hotspots are being prioritised.

In reply to this information members of the public queried whether this would now lead to reactive rather than proactive policing particularly if there were to be cuts in police numbers.

Cllr Sonia Barker observed that the current overall fall in crime might be a result of past investment in youth provision and that current cuts in youth provision might result in increased crime in the future.

ii) Waveney District Councillors

A report was received from District Councillor Paul Light. See attached.

iii) Suffolk County Councillors

See attached report from County Cllr Sonia Barker

On the matter of school traffic in Cllr Barker's report, the traffic proposals at Rushmere Road were discussed and the Town Council agreed to write to Suffolk County Council as follows:

The Council questions the provision of a zebra crossing because a zebra crossing would lead to pedestrians at school times constantly crossing the road in an unregulated way and this would cause constant stopping and starting of traffic and impede the traffic flow. This was also the opinion of the police officers who attending the Meeting.

The Council considers that the provision of a school crossing patrol officer would be more effective than a zebra crossing. This would not impede the traffic flow to the same extent as a zebra crossing because it would regulate pedestrians crossing the road. It would also be safer, preventing children from running across the road in an unsafe manner.

The Council questions the expense of providing the zebra crossing when the school traffic patrol officer would be more effective. The Council notes that at recent meetings about the traffic problem it was agreed to maintain the provision of a school traffic patrol officer and would expect and request that this would still be provided.

iv) East Anglia Transport Museum

See attached report

v) Carlton Colville Youth Council

The Youth survey has been put on-line at Pakefield High School.

vi) The Clerk

See attached report

3B To receive questions from the Public

4 To receive an update on actions from the previous meeting 13 May 2015:

Boundary matter - Agreement to correspondence, together with inclusion of Members suggestions, was sent to the solicitor and an extra-ordinary general meeting was held on 26 May 2015 to discuss the outcome. Further to this a site visit had been held and the fence in question had been relocated to a satisfactory position.

Council Room – The agreement of the terms for Council room were forwarded to the builder.

Insurance – the Council insurance was updated to include recently purchased items these being two extra noticeboards, two large general litter bins and a lawn mower and a strimmer.

Newsletter – the newsletter was sent to the printers and distribution was arranged.

Town Council Surgeries – permission sought to hold surgery Saturday 4 July at Ashburnham Way.

The bank statement relating to the deposit account at Santander had still not been received.

The bank had sent confirmation of bank interest received during the year 2014 to 2015. The bank had now provided further information about revised mandates.

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

Suffolk Association of Local Councils advised that its Waveney Area Meeting would be held 10 June 2015 at 7.00pm at Halesworth Day Centre.

Permission was received from Morrisons supermarket for the Council to hold a surgery on 1 August.

Correspondence about the proposed educational assessment centre at Hall Road was received and the Town Council was invited to a meeting about it on 15 July at 2.00pm.

Councillors Jill Tyler, Paul Radforth and Terry Fleet and Julie Hall agreed to attend the meeting.

6 To confirm receipt of minutes from Meetings held since 13 May 2015:

Extra-ordinary General Meeting held on 26 May 2015

The Minutes of the above Meeting were signed as a true record being agreed by all, this being proposed and seconded by Cllrs Paul Radforth and Julie Hall.

7 To agree payments of cheques

These were agreed by all and would be signed after the Meeting had closed.

See attachment

8 To approve the audit statement for 2014/2015

This was agreed by all being proposed and seconded by Cllrs Alistair Mackie and Julie Hall for page 2 and Cllrs Paul Radforth and Jill Tyler for page 3 of the audit statement.

9 To receive current insurance documents

This was received on 3 June from the insurance company and would be an agenda item for July's Town Council Meeting.

10 To receive an update concerning the boundary and to determine any necessary further response from the Town Council

See item 4. The fence had now been moved back in line with other properties that had been given permission by WDC to move their fences out. The solicitor had been advised of this and had been forwarded resident's copies of correspondence from WDC about the ditch and the boundary.

11 To receive, review, and accept the following policies:

Safeguarding Children and Young People Protection Policy

Policy Statement on the Recruitment of Ex- Offenders

Policy Statement on the secure storage, handling, use, retention, and disposal of disclosures and disclosure information

These were received reviewed and accepted by all.

12 To consider creating a working party to work towards the setting up of a community led plan or a neighbourhood plan, and if agreed, to nominate town council members for the working party

Cllr Jill Tyler proposed an amendment to the item with the addition of this being "a neighbourhood and / or a community plan". This was seconded by Cllr Paul Radforth and agreed by all. All agreed to form a working party.

The following councillors agreed to be on the working party: Paul Radforth, Christine Fair, and Jill Tyler and this was agreed by all.

13 To consider undergoing a skills analysis of members of the council

This was proposed and seconded by Cllrs Jill Tyler and Terry Fleet and agreed by all. This would form part of the Town Council training and development. Cllr Jill Tyler agreed to contact the appropriate WDC officer for help with a skills analysis.

14 To receive update on Bloodmoor Hill Community Association's Community Centre

No further information had been received from WDC.

15 To receive update on the use of the redundant school buildings at Hall Road

See item 5

16 To receive update on newsletter and website

The newsletter had been printed and would be distributed this week.

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

17 Matters in abeyance and for next Meeting

Review of insurance, DBS forms,

18 To close the Meeting

There being no further business, the Meeting closed at 8.30pm.

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

TC Meeting, June 2015

Payments for consideration

IMPACT Detached Project chq 1943	£4800.00	
Councillor expenses B Mountford training mileage chq 1944	£99.00	
CDS KAS stationery chq 1945	£41.80	
Waveney Norse bin at Harrapdale chq 1946	£321.00	
Clerk reimbursement for payment to Archant for newsletter distribution chq 1947	£175.74	
Community Action Suffolk Subscription chq 1948	£30	
Business Services at CAS Ltd (additional insurance) chq 1949	£17.24	

Carlton Colville Town Council 3 June 2015 Clerks report

Actions since 13 May included:

Town Council room project – Forwarded the Town Council agreement to the builder regarding work to be done

Allotments- Confirmed with the solicitor the Town Council input for the letters to be issued. Facilitated extraordinary meeting to agree response to resident's reply. Forwarded response to solicitor and on resident's request advised him of response as solicitor was unavailable. Arranged for meeting between Councillors and resident to discuss outcome. Advised solicitor of outcome and forwarded relevant information from resident to the solicitor.

Elections –Submitted election expenses forms to elections officer on behalf of Members

Newsletter – Liaised with Cllr Clare Varela, the printers and the distributor. Newsletters have been printed and are now with the distributor, Archant. Collected newsletters that need to be distributed separately. These will be distributed following the distribution by Archant.

Insurance – Updated the insurance broker of recent additional items purchased

Redundant School buildings at Hall Road – Wrote to Cllr Colin Noble as instructed at May TC Meeting and advised Cllr Barker of TC response to her information about the proposed assessment centre at Hall Road

Santander Bank – Advised the bank again of the current signatories

CARLTON COLVILLE TOWN COUNCIL

POLICE REPORT FOR PERIOD

29/04/15 – 27/05/15

There have been 32 crimes recorded for the above period

2x Assault occasioning ABH

9x Common Assault no injury

4x Criminal damage – vehicle

2x Criminal damage dwelling

1x Burglary dwelling

2x Burglary other building

2x Theft other

2x Theft from motor vehicle

1x Theft in dwelling

1x Interference with motor vehicle

1x Arson

1x Fear of provocation of violence

1x Malicious communication

3x Cause harassment/alarm/distress

6 common assaults relate to incidents at the Carlton Court hospital and pose no threat to the wider community.

Report compiled by Pcs0 3087 Steve Wicks on behalf of the South Lowestoft SNT.

REPORT FROM THE EAST ANGLIA TRANSPORT MUSEUM
MAY 2015

On the weekend of 16 and 17 May the museum held a new event, a 1940s weekend. This was very successful with over 800 visitors and the weather was good. Many volunteers and visitors, of all ages, dressed in uniforms and clothes in the styles of the decade. Visiting vehicles included cars, military jeeps and buses. Choirs and a band provided musical entertainment. The museum site was decorated with bunting and windows of buildings were criss-crossed with tape. Several favourable comments were written in the Visitors' Book.

The museum has achieved a 2015 Certificate of Excellence from Trip Advisor. This award has been won for three years in a row.

Our Visitors Book shows that so far this year, in addition to visitors from the UK, we had visitors from Germany and the U.S.A.

Blue tits have nested in a steam roller. Over the years the museum site has provided many unusual locations for nesting birds.

On the first Sunday of half term week the museum was busy on a very wet afternoon. Many visitors were holidaymakers.

Our event team are now preparing for the 50th Anniversary of the Museum weekend on 04 and 05 July.

CARLTON COLVILLE TOWN COUNCIL
COUNCIL MEETING – WEDNESDAY 3rd June, 2015

**Report by County Councillors:
Cllr Sonia Barker & Cllr Peter Byatt**

Suffolk County Councillors for the Pakefield Division which
includes Carlton Colville

1. Suffolk County Council matters:-

Meetings involving Cllr Sonia Barker:-

1. There was a Full SCC AGM Council Meeting at SCC Endeavour House Ipswich on the 21st May, 2015:

The following changes occurred:-

**Cllr Jane Storey was elected as Chairman of the Council
Cllr Colin Spence was elected as Vice-Chairman of the Council**

2. Election of Leader of the Council:

Cllr Colin Noble was elected as Leader of the Council 37 votes for and 31 votes against.

Portfolio Holder responsible for: Economic Development, Devolution, Broadband, ITC

3. New Cabinet chosen by the new Leader of the Council:-

**Deputy Leader: Cllr C Hudson
Portfolio Holder responsible for: Ipswich, Localities, Cabinet Planning, HR, Policy & Central services**

Portfolio Holders (The Cabinet):-

Education & Skills:	Cllr Lisa Chambers
Children`s Services:	Cllr Gordon Jones
Finance:	Cllr Richard Smith
Roads and Transport:	Cllr James Finch
Environment & Public Protection:	Cllr Matthew Hicks
Adult Care:	Cllr Beccy Hopfensperger

Health (Public Health & Mental Health): Cllr Tony Goldson
Communities: Cllr Sarah Stamp

- **Chairman of the Health & Wellbeing Board: Cllr Alan Murray**

4. Appointment of Committees and Chairmen:

A paper was circulated with the nominations for the above mentioned Committees and Chairmen.

5. Programme of Meetings:-

Dates and times of SCC Meetings from June 2015 – May 2017 were agreed.

6. Appointments to Outside Bodies:-

Nominations for Appointments to Outside Bodies were circulated.

7. Attendance at Meetings – Authority to Exempt Councillor Peter Byatt:-

Authority to exempt Cllr Peter Byatt for a period of time up to the 31st December, 2015 or until such time as Cllr Peter Byatt is able to attend was agreed. This is due to the continued ill health of Cllr Byatt.

8. Reports from the new Cabinet and questions by members:-

Reports from all Cabinet members were presented and questions asked on the following local issues:-

- Pakefield High School – Portacabins and SCC Planning Permission
- Ofsted Report on the School Improvement Service

Carlton Colville Issues:-

1. **Carlton Colville CP School:** Cllr Sonia Barker will report on the progress being made towards the improvements to relieve the daily transport chaos at the Carlton Colville CP School and its surrounding environs.
2. **SCC Highways:-** Cllr Sonia Barker will report to the meeting the latest update with regard to road improvements in Carlton Colville put on hold during the pre election period which will now be re activated.
3. **Future Use of the `old` CC Primary school:** Cllr Sonia Barker to report to the meeting on how far she has got with regard to arranging a meeting between Georgina Green SCC County Manager: Social Inclusion, Judith Sherington, Head of the Attic and the Carlton Colville Town Council to discuss the use of the `old` Carlton Colville Primary School as an Assessment Centre for KS3 & KS4 pupils from Lowestoft.

Svb 27.5.15

9. Carlton Colville Primary School - feasibility solutions to the road safety concerns: –

Cllr Barker attended the meeting with other Carlton Colville and Gisleham community representatives (including CCTC Councillors) on the 26.1.15 where two traffic solutions were tabled with plans and costings.

Other suggestions to the continued traffic congestions were also made concerning the use of the closed `free` school former play area and car park which would also be looked into by SCC representatives. The two plans were agreed as a way of working towards alleviating the traffic chaos outside the school with one or two amendments. The work to be undertaken will involve the creation of a new pavement of 120 metres on the south (school side of the verge) outside the school grounds to increase the safety of parents and children being dropped off by car or walking to school. In addition two gates (the design to be determined) will be fitted at the two school gate openings onto the road to further increase pupil safety. The creation of the new pathway will involve removing trees and shrubs and improving the drainage.

The other safety solution is a new zebra crossing and improved pavement area in Rushmere Road (near to where the current School Crossing Patrol is located).

Cllr Barker welcomed these two improvements and will be keeping a close eye on the progress of the work once it begins. The grubbing out of the existing trees should start in February, 2015.

Total cost of the scheme is £150,000 with some funding coming from County Councillors Barker, Byatt and Ladd. It is hoped that the scheme will be scheduled for the school summer holidays.

SVB 29.1.15

Report from D Cllr Paul Light

1] Had email about overgrown hedge between Teesdale and Ohio and a potentially dangerous dog that is preventing some residents from using the path.

Checked with WDC and this is likely to come under the last Dangerous Dogs Act and is a Police matter.

WDC can now only deal with strays.

Wrote to PCSO Wicks asking if he could speak to residents?

2] Had an email from a lady who is moving to the Town and is very public spirited minded and would like to help in CC.

I have offered to meet her but wondered if someone from the TC would also like to meet her.

3] Had an email from a gentleman on Monarch Way saying that several residents were very concerned about the safety of children living on the Oaks when going to and from school.

Would it be possible for SCCllr Barker, a WDCCr and a TCllr to meet with him in the future.

4] We hope to resume WDCllr surgeries in July.