

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 4 January 2017** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.05 pm.

Minutes draft until signed.

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

Town Council Members present: Cllrs Julie Hall (Chairman), Christine Fair, Clare Varela, Paul Radforth, Bill Mountford and Derek Fletcher. Cllr Alistair Mackie sent apologies.

The Chairman welcomed County Councillors Sonia Barker, District Councillor Paul Light, Ian Castro from Impact Youth Workers, Representative from the Transport Museum and Members of the public.

District Cllr Jenny Ceresa sent apologies.

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

None received

1d) To consider applications for dispensation

No declarations received.

2 To approve and sign the minutes of the Town Council Meeting held on 7 December 2016

Approval as a true record of the Minutes of the Meeting held on 7 December 2016 was proposed by Cllr Paul Radforth and agreed by all. The Minutes were signed.

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.

To receive reports

Reports were received from the following:

(i) District Cllr Paul Light

District Cllr Paul Light gave a verbal report and asked that answers to questions raised by residents be précised in the Minutes. This was agreed.

Parking at St Peters Road:

Cllr Light had received complaints about the parking at St Peters Road, County Cllr Peter Byatt was following this up.

It was agreed that the Town Council would request of Suffolk Highways that "no parking cones" be placed as a temporary measure along St Peters Road, and also draw attention to Carlton Hospital of the danger caused by parking along the road and advise it of the request being made for no parking cones to be placed there.

Cllr Light also advised that objections to devolution should be put in writing in order that they were given weight and that he was chasing up flooding issues with regard to the Kirkley Stream.

(ii) Suffolk County Councillors

See attached.

County Cllr Sonia Barker advised on the following:

Tarmac for extension of Carlton Colville Community Centre:

Cllr Barker advised that locality budget of £1000 from herself was available for this and was also available from County Cllr Peter Byatt on receipt of revised quotes.

The Ashburnham Way pedestrian refuge had been completed.

The work at the Bloodmoor Hill Roundabout had slowed down traffic and Cllr Barker would be meeting SCC about the traffic and Highway Code matters

The blocked drains as discussed at the Town Council Meeting of 7 December 2016 including at St Peters Road and Rectory Road had been reported by Cllr Barker to all of the appropriate agencies including Suffolk Highways and also SCC Flood Policy Manager and SCC Head of Environment Strategy as flooding was contributed to by blocked drains. Cllr Derek Fletcher advised that very often every drain on Chapel Road was blocked from cuttings from the hedge beside the Water Company premises which were not removed when the Water Company cut the hedge and Cllr Barker agreed to forward this as well.

A street light which is extinguished at Rectory Road had been reported.

The Old Primary school premises at Church Road were to be used for Catch 22 support of youngsters with behaviour difficulties.

School traffic problems:

The promised meeting with the school and Cabinet Members had not been held and Cllr Barker will be chasing Cabinet Member Cllr Gordon Jones about this.

(iii) The East Anglia Transport Museum

Christmas events had been very successful including a New Year's Day event which had been tried for the first time.

Questions from the public

Residents asked about the following matters:

The road at the top of Poplar Road and Beech Road:

This had not been made up and was very uneven. Cllr Barker agreed to look into this.

Ownership of the Kirkley Stream:

Cllr Barker advised that the banks were under riparian ownership and most of the stream in Carlton Colville was looked after by the environmental agency.

Open Space improvements at Lowestoft Road:

Resident asked about youth involvement in this. Ian Castro from Impact Youth Workers advised that improvements took into consideration the findings from the recent youth questionnaire - ie for provision of a MUGA on the basketball court, and a particular replacement skate park design, and Cllr Clare Varela advised that the questionnaires had been completed properly at local schools. Resident asked about the possibility of holding a fete there and Cllr Clare Varela suggested that residents interested in holding a fete should make contact with each other and possibly form a sub-committee for this.

Fence at Allotments:

Resident asked why there was an agenda item about the fence extension at the allotment when the Town Council had agreed that this be done earlier in the year and why had the contractor not been contacted to do this.

Resident was advised that the contractor had been contacted to do the work at the time but that it had transpired that he had not gone ahead with the work in case it caused disagreement with the neighbour. On being recently contacted again the contractor advised that he could not see the point of extending the fence as the neighbour had put up a fence himself and all that was needed was for the area between the existing fencing to be

maintained and kept free of weeds which had not been done previously. The allotment holders would now have use of the mower and strimmer and would keep the weeds down.

4 To receive an update on actions from the previous meeting 7 December 2016

Clerks report was circulated among Members. See attached

5 To receive and note correspondence not discussed elsewhere on the agenda

1) Invitation from WDC Planning Policy Team to Members to discuss preferred options for Local Plan.

Date and venue: 19 January 6.00pm at The Riverside

To date Cllr Julie Hall and the Clerk will attend.

2) Invitation to discuss the Strategic Flood Risk Assessment, SFRA, to inform the preparation of the final report. Consultants from AECOM and Council Officers will be present to provide information and discuss the SFRA.

Date and venue: Wangford Community Centre, Millfields, Wangford, Beccles, NR34 8RG on Tuesday 17th January 2017 at 6 pm.

Cllr Bill Mountford had agreed to attend

3) Suggestion from Wild Life Trust for its representative to attend Town Council Meeting to give update on plans.

This will be at one of the coming meetings

4) Information from the WDC budget event held on 22 November 2016

5) Cllr Christine Fair advised that a working party meeting would be held on 24 January 2017 at 6.30 pm about the Community Hub.

6) Invitation from Cllr Paul Light to a meeting at Rectory Road / Chestnut Crescent on 6 January at 9.30 am with WDC Officer to look at drainage in connection with flooding at Kirkley Stream and areas to the north of the stream.

Cllr Bill Mountford had agreed to attend from the Council and the Clerk would attend.

6 To confirm receipt of Minutes from Meetings held since 7 December 2016

Planning Committee Meeting 21 December 2016

7 To agree payments to be made and to receive financial figures

See attachment showing payments to be made.

Payments were agreed by all.

To receive current financial figures

These were Current account £137,642.73 at 30 November 2016

Deposit Account: £37,917.38

Bank statement to end of December not received to date

£25.50 was received from the Knit and Natter group for weeks 6 December 2016 to 20 December 2016.

8 To agree signatories for banking arrangements

It was agreed by all that signatories would be Councillors Julie Hall, Derek Fletcher, Alistair Mackie, Paul Radforth, Clare Varela and Bill Mountford. Cllr Christine Fair would do the risk assessment and would not be a signatory. The Clerk would be included as a contact. It was agreed to write a complaint to the bank manager about outdated information being kept by the bank.

9 To discuss Town Council payment towards Carlton Colville Community Centre Car Park

This was held in abeyance as Cllr Sonia Barker had advised that Cllr Peter Byatt needed to forward recent quotes to the locality budget office and to date no SCC meeting had been held which would inform about funds from other sources connected with improvements to school traffic.

10 To receive proposals for a wild gardening event

Proposals were discussed. Cllr Paul Radforth would find out details of the local gardening club which might be able to help with obtaining and distributing seeds.

11 To receive update on open space areas

This was received. Members agreed that they did not want a transfer of assets.

12 To receive update on allotments including reply from contractor about fence extension

See item 3 and clerk's report.

The allotment holders would use the mower and strimmer with safety procedures being adhered to and with signed agreement by users. Cutting the weeds beside the neighbour would remove the need for a fence.

It was resolved that as the grass would be cut regularly by allotment holders the fence extension was no longer required.

Proposed by Clare Varela and agreed by all.

13 To receive update on website

Councillors Clare Varela and Paul Radforth and the Clerk received website training and changes were being made to the website to remove out of date information and insert up to date information. .

14To close the meeting

There being no further business, the Meeting closed at 9.45 pm

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

Carlton Colville Council
DRAFT PAYMENTS LIST: (Cheque order) Vouchers 86 to 88

Cheque					
86	2111	55	Esex and Water	water charges allotments	73.62
87	2112	1	clerk	clerk salary	876.01
88	2113	2	HM Rev	tax and nic	454.77
TOTAL					1,404.40

Plus cheque 2114 for £10 for lock for lawn mower to J Green at Carlton Colville Community Centre

Clerk's report for Town Council Meeting 4 January 2017. Update on last meeting of 7 December 2016

COMMUNITY CENTRE CAR PARK RESURFACING re SUFFOLK COUNTY COUNCIL SCHOOL RUN

Wrote to County Councillors for information following their mention of County Council Funds to Carlton Colville Community Centre for car park improvements to help alleviate school parking problems:

Asked if they had any information about whether the Community Centre has been approached yet about this proposal, was it a serious proposal and if so when do they expect the Community Centre to be approached? Do they have any other information about the proposal?

They are awaiting information

OPEN SPACE

Confirmed with Sentinel the Town Council input of £25k towards open space equipment

Forwarded Sentinel's emails to Impact

FUNDING REQUEST

Suggested applicant approach Carlton Colville Poor's Trust and provided contact details.

ALLOTMENTS

Fence

Confirmation sought that contractor could install the additional fencing by the end of January 2017 and that if he could not then a replacement contractor would be found. Contractor indicated that he thought fence was not be necessary. Contractor's reply forwarded to Members

Advised contractor not to go ahead with fencing.

Water supply and freezing weather:

Met allotment holder at allotments.

Allotment holder advised that water supply to troughs needed to be turned off as the water tanks were in danger of cracking as the water was frozen and expanding. Allotment holder managed to reach down to pipe and turn off supply and baled out the water. He said he would make a tool so this would be easier to do.

Grass cutting:

Allotment holder said the grass had needed to be cut more regularly than once or twice a year. He said allotment holders would be willing to mow and strim the paths if mower etc is available. Allotment holder will arrange security precautions for these. I advised him that the Town Council would reimburse his costs. I advised Community Centre and they will arrange hand over when

I checked with insurance who advised that cover is available if council is happy that allotment holders cutting grass are all competent and capable of doing so, and the council have issued safety instructions for equipment.

Fence:

Allotment holder said he considered this unnecessary and that there would be no more trouble with weed killer from neighbour if the weeds and grass are cut regularly.

Committee

Liaised with Allotment committee members about above and about committee having register of plot holders in case of emergencies.

NEWSLETTERS

Arranged delivery.

CLEANING OF BUS SHELTERS

A credit note was received for bills dated 15 September 2016 for payment for cleaning bus shelters as the shelters had not been cleaned properly. They now appear to be regularly cleaned properly.

BINS

Ordered bins at Matlock Dale play area and beside the vets on the grass verge

TEEN SHELTER

Asked Gisleham Parish Council if it would like to have the shelter at Dale End at the play area beside Bloodmoor Hill Community Centre. Their meeting is on 9 January.

CHRISTMAS TREE

Put the banner up around the Christmas tree with the help of Cllr Mountford. Confirmed insurance available for this under public liability. All assets insurance for banner was not cost effective.

WEBSITE

Training 4 January with Cllrs Clare Varela and Paul Radforth

LIAISED

Liaised with residents and appropriate authorities about leaves blocking drains, vegetation interfering with sight lines when crossing Beccles Road near to Anchor Way.

JOURNAL REPORT

Did Journal report

APPLICATION TO JOIN COUNCIL

Informed applicant of Council's decision.

CARLTON COLVILLE TOWN COUNCIL

COUNCIL MEETING – Wednesday 4th January 2017

Report by Councillors Sonia Barker & Peter Byatt

Suffolk County Councillors for the Pakefield Division which includes
Carlton Colville

1. Suffolk County Council meetings and other events:-

Full Council – 8th December 2016

There were three Motions on the Agenda as follows:-

Motion 1: Proposed by Councillor James Finch and seconded by Councillor Guy McGregor On

Abellio Greater Sunday 16 October the new nine year Greater Anglia Rail Franchise began with

Anglia as the winning bidder. This was achieved mainly because of their focus on what their

customers were demanding, and have included a major series of improvements for rail

services in the region. The reliability of the Franchise this last two years has been hampered by

unreliable rolling stock, the effects of competing freight services on the same lines, and lastly by

the unreliability of the infrastructure run by Network Rail. This causes regular major delays to the

intercity and local service. The Franchise Contract improvements require significant investments

for the upgrading of the infrastructure by National Rail.

“Suffolk County Council moves that the Leader and the Chief Executive write to Suffolk MP’s and

the Department for Transport to confirm that Network Rail has the focus and resources at the

right time, to deliver the necessary improvements to the infrastructure in collaboration with

Greater Anglia. This will enable them to achieve their franchise commitments over the nine-year

period so the residents of Suffolk can be assured that a fit for purpose rail infrastructure is in

place.”

Agreed by All

Motion 2: Proposed by Councillor Helen Armitage and seconded by Councillor Sonia Barker.

"This Council reaffirms its commitment to the safeguarding of Children as a key priority and believes that the exceptional rise in the number of young people going in to care represents a major and urgent challenge to the authority. This Council acknowledges that innovative and flexible measures that provide a range of services to children and families, supporting minors to remain in their family where it is safe to do so, are key components of an effective care strategy.

Therefore, this Council calls on the administration to: - Pilot a 'short breaks' programme, which focuses on giving respite breaks for families with children on the 'edge of care', with a view to establishing the programme as a permanent intervention service for vulnerable families - Work alongside and financially support third-sector organisations, such as Icenl and 4YP, to provide a comprehensive family support system to complement the 'short breaks' programme"

Agreed by All

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Motion 3: Proposed by Councillor Keith Patience and seconded by Councillor Sonia Barker (Cllr Adams was ill).

"This Council commits to adopt and promote the Motor Neurone Disease (MND) Charter. By adopting the MND Charter, this Council pledges to deliver to those living with MND and their

- carers:*
- *The right to an early diagnosis and information*
 - *The right to access quality care and treatments*
 - *The right to be treated as individuals, with dignity and respect*
 - *The right to maximise their quality of life*
 - *Respect and support for carers of people with MND*

The Council also agrees to promote the Charter amongst Councillors, staff, partner organisations and health and social care professionals who deliver services for the Council."

Agreed by All.

Other items discussed were:- Suffolk Minds Matter Report, Annual Property Report and Asset Management Plan 2016, SCC Elections 4.5.16 Appointment of Returning Officer, Amendments to the SCC Constitution.

Cllr Byatt asked a question of Cllr Colin Noble Leader of SCC about Communication and Liaison between public services, particularly utilities.

Cllr Barker asked a question of Cllr Gordon Jones, Cabinet Member for Education Skills & Young people about the plans post Devolution for an Education Committee for Suffolk.

Councillors Barker and Byatt attended the following SCC related meetings and events during December 2016:-

Committee	2.12.16	Site visit to Homersfield Quarry – Development Control
	PB	
PB	2.12.16	Community Rail Network Board Meeting – Norwich
SB	5.12.16	Visit to St.Marys R.C. Primary School - Lowestoft
PB	6.12.16	Development Control Committee – Ipswich
PB	6.12.16	Sizewell “C” Briefing – Darsham
SB	6.12.16	Official opening of “My Go” facility – Lowestoft
SB	7.12.16	Division Surgery - Carlton Colville
SB/PB	7.12.16	Carlton Colville Town Council Meeting
SB	8.12.16	East Suffolk Forum at Trinity Park, Ipswich.
SB/PB	8.12.16	SCC Full Council Meeting – Ipswich
PB	9.12.16	Liaison Meeting at Seagull Theatre regarding Locality Grant
SB	9.12.16	WDC Civic Carol Service – Lowestoft

SB 10.12.16 **Lowestoft Choral Society Christmas Concert**

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PB 13.12.16 **Eastern Inshore Fisheries Conservation Committee Meeting
(King's Lynn)**

PB 15.12.16 **Pakefield High School Carol Concert**

PB 18.12.16 **Pakefield Church Christmas Concert**

SB 21.12.16 **St.Peter & St.John Kirkley Carol Service**

PB 23.12.16 **Briefing from Badger Watch regarding local issues - Lowestoft**

SCC Highways issues:-

The work to Bloodmoor Hill, the roundabout and pedestrian crossing has been completed and the situation is being monitored whilst road users get used to the new lane lay-out. Both Councillor Barker and Byatt are making regular visits to the site during this transitional period, and have already raised some points with Highways.

Request received from residents in the Rectory Road area for gully clearance.

Carlton Colville Primary School traffic issues:-

No further information at the time of writing this report