



Town Councillors are summoned to attend the Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 1<sup>st</sup> March 2023.

The meeting started at 7.00 pm.

### MINUTES

1. **To Note Members Present and to receive and approve apologies for absence**  
Present: Chairperson Julie Hall, Vice chairperson Rachael Arnott, Councillors Adam Robertson, Derek Fletcher, Paul Radforth, Clare Varela, Amanda Clarke  
East Suffolk Councillor – Craig Rivett, Suffolk County Councillor Melanie Vigo DiGallidoro  
Chair of Allotments David Peek, East Anglia Transport Museum – Tim Major  
Members of the public 4  
Apologies received and approved: Councillors Chris Thomas, Ryan Williams
2. **To receive any declarations of interest regarding the agenda**  
None
3. **To consider applications for dispensation**  
N/A
4. **To agree and sign the minutes of the Town Council meeting of 1<sup>st</sup> February 2023**  
It was RESOLVED by all that these were true and accurate and were duly signed
5. To receive reports from the following:  
**NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.**
  - a. Suffolk County Councillors – Report to be circulated. Beccles Road crossing meeting today and is progressing slowly. Flooding in Burnt Hill Lane ongoing.
  - b. East Suffolk Councillors – Flooding issues are ongoing Anglia Water engaging with Peter Aldous. Hall Road sinking issues continue and need to monitor. Bloodmoor Community Centre will be opened again soon.
  - c. Patients Participation Group at Rosedale Surgery – no meeting has taken place
  - d. IMPACT Detached Youth – not present
  - e. East Anglia Transport Museum – Gearing up for opening in April.
  - f. Allotments - New tenant in progress. School not up and running until 22<sup>nd</sup> March.
  - g. Carlton Colville Community Centre – report at item 12
  - h. Carlton Colville Community Kitchen and Wildlife Garden – Session during half term – Co-Ordinator now in place – Kate Evans to help grow volunteers and engagement and will be doing a diary of events. An initial meeting with her is set up for Thursday 9<sup>th</sup> March 1 pm if anyone wants to attend. £500 from Tesco had been received by Greener Growth for a bench for the site.

6. Public participation  
***The purpose of the meeting is for Councillors to discuss Town Council Business. 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. Each question will be allocated 3 minutes. Where possible the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.***  
Marsh Lane traffic is an issue for pedestrians – question of having Mirrors? This was not an option that was to be explored.  
Question about the graffiti in bus shelter – an update was given at item 8  
Issues around Dogs mess in Carlton Meadow park raised
7. **To agree payments for February 2023**  
List was circulated prior to meeting  
It was RESOLVED by all to pay all 10 payments totalling £5551.64 and 2 direct debits totalling £83.04  
Spend v budget circulated  
Bank Statement and reconciliation for January 2023 to be signed  
Receipts of Grants from ESC Councillor Jenny Ceresa – thank you received of £2495.50 – Tidy up of MUGA and outside area at Community Centre and £2979.54 towards play equipment upgrade at Carlton Colville Community Centre.  
VAT for Quarter 3 received £1081.68
8. **To discuss the brick built Bus Shelter and Street Art project update**  
Meeting had taken place. It was agreed to get a Street Artist on board to help the children with the project. A ideas day would take place on 5<sup>th</sup> April 1 – 4 pm at Carlton Meadow Park. Poppy from Community Action Suffolk to organise posters etc and Gemma Fraser ESC communities team to organise a food van. Bus shelter would form part of the project with a mural being painted to aim to combat the latest graffiti. MOP to paint the bus shelter in the meantime.
9. **To consider the possibility of putting together a story walk around the community incorporating wildlife and history – Get Suffolk Reading.**  
Clerk to find out more and bring back in April
10. **To submit any comments if required on Regulation 14 Lowestoft Neighbourhood Plan**  
No comments
11. **To discuss updates on Carlton Colville Family Fest**  
Music and entertainment booked, stalls filling up. Hot food van to find.
12. **To discuss updates from Working Group of Carlton Colville Community Centre**  
Nomination key positions to move forward. Current hire rates looked at as the hall would be unsustainable going forward. Proposed a new tiered system of charging. Write to all current hirers' to inform them that new terms and conditions and costs would come in to effect from April. Hirers to benefit more of the community. 3 new members have come forward. Electrical Safety inspection has been completed await report. Fire Risk Assessment now booked for 10<sup>th</sup> March. Skip needs to be ordered and a good clear out support needed from the Town Council – date to be agreed. A full report issued to Council

- 13. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**  
None
  
- 14. **To close the meeting**  
The meeting closed at 20.10

Signed..... Date.....