

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF MEETING

Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 20 April 2016 at the Bloodmoor Hill Community Centre Dale End, Carlton Colville, Lowestoft. The Meeting started at 8. 05 pm. Minutes draft until signed.

Members of the Committee are Town Councillors Derek Fletcher, Bill Mountford, Peter Tyler, Paul Radforth and Jill Tyler (Chairman)

1a To note Members present and to receive apologies for absence.

Present were Cllrs Jill Tyler, (Chairman), Paul Radforth, and Peter Tyler. Cllrs Derek Fletcher and Bill Mountford gave apologies which were noted and accepted.

Cllr Julie Hall was in attendance as substitute for Cllr Derek Fletcher.

1b To receive any declarations of interest regarding the agenda

None received

1c To consider applications for dispensation

None received

2 To approve and sign the minutes of the Amenities Committee Meeting held on 16 March 2016

Approval of the Minutes as a true record was agreed by all, being proposed and seconded by Cllrs Peter Tyler and Paul Radforth. The Minutes were signed.

3 Public participation

A period of up to 15 Minutes is allowed 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

There was one member of the public present

Mention was made of the following:

The bus shelter at Ashburnham Way had broken glass.

The opening of the bus shelter at Beccles Road to the west of Hollow Grove Road faced the road and members of the public were splashed by passing traffic. The Clerk was requested to contact SCC to see if the orientation of the bus shelter could be changed.

4 To receive updates on actions from the previous meeting not covered by other agenda items:

Alternative quote sought for Amenities Corner and Dog Walk

Letter sent to Ministers and MP about School Traffic at Carlton Colville Primary School

Information from County Councilors about old primary school premises in relation to youth hub

Request sent to WDC for reduction of cost of hanging baskets

Notification sent to District Councillors advising of the dilapidated state of the open spaces and requesting their support in requesting WDC to make improvements

Statement sent to the Journal from the Town Council about Carlton Colville Primary School traffic.

5 To receive details of correspondence received since 16 March 2016 about amenities matters not dealt with under other items and to note any action taken already.

Complaints about Carlton Park Meadow Skate Park:

Further complaints about damage to the skate park ramps had been received. Waveney Norse had reported that it was struggling to source replacement boards for the ramps. The bin and the concrete with which the bin had been fixed down had been removed and placed inside the teen shelter. It was agreed that the Skateboard Park would be an agenda item at the next Amenities Meeting.

Comments on cutting of vegetation at Bells Path:

Comments were noted and it was confirmed that the work had been done with the help of volunteers to aid residents.

Information from SCC about funding for Youth Hub:

Money was available from various charity sources.

Notification about CIL receipts

WDC had advised that receipts due to Carlton Colville amounted to £5975.96. WDC reminded councils that the use of funds needed to be reported by 31 December of the following year. The clerk was requested to draw up a draft procedure for this.

Speeding traffic

Speeding traffic at Rounces Lane and Ashburnham Way / Hollow Grove Way was reported to the local police

Play Space Evaluation Report

This was received from WDC, and WDC requested that the Council respond with any concerns about the play areas. The Clerk had advised WDC that some areas listed for Carlton Colville were not in Carlton Colville. Members were made aware that all responses needed to be received by WDC by 21 June 2016. It was agreed that completion of this report would be an agenda item at the next Full Town Council Meeting in May. The Clerk was requested to notify Members that they should all ensure that they have read the report in preparation for the May Meeting and that they should come to the May Meeting with their concerns about the play areas so that the report can be completed.

Asset list of land owned by WDC in Carlton Colville

This had been forwarded from WDC to Members by District Cllr Paul Light. Members noted that the list appeared to be incomplete and also to contain areas of land that were not in Carlton Colville. The Clerk was requested to advise WDC of this.

6 To sign under delegated authority the following payments that have already been agreed by Council:

The clerk's remuneration, Chairman's expenses for sundry items for the Council Room
These were agreed by all.

7 To receive invitation to join Suffolk Wildlife Trust to discuss changes coming to the reserve

Members agreed to accept the invitation and agreed that this would be discussed at the Full Town Council Meeting in May 2016.

8 To agree quotes from W Norse for Hanging Baskets, and gardening at Amenities Corner and Dog Walk

It was agreed by all, being proposed and seconded by Cllrs Jill Tyler and Paul Radforth, to accept the quotes from W Norse for cutting grass at the dog walk and cutting vegetation at Amenities Corner..

9 To receive suggestions for celebration of Queen's 90th birthday

Cllr Jill Tyler had contacted WDC about planting a tree. WDC had suggested planting an English Oak at Carlton Park Meadow. The clerk was requested to obtain costings from WDC for planting the tree and providing

a plaque and also to obtain advice from WDC of where in Carlton Park Meadow to plant the tree.

10 To receive update on Council Room

No reply had been received from the builder. It was agreed that an alternative builder be sought to finish the work on the ramp. The clerk was instructed to obtain quotes.

The locks had been changed.

Fire extinguisher was installed

BT line was due to be installed on 22 April 2016.

Cllr Jill Tyler had sourced a window covering and would obtain a quote.

11 To receive update on allotments

Carlton Colville Community Centre had advised that it did not wish to provide land at the Community Centre for allotments.

It was agreed to register with Land Registry to see who owns land in Carlton Colville.

Cllr Peter Tyler advised that allotment holders wished to erect a communal shed at the allotments. The clerk was asked to provide details of the allotment rent received during the past year to see if this was enough to pay for a shed.

Cllr Peter Tyler advised that a resident had been seen throwing rubbish over the fence on to the allotments. It was agreed by all that the clerk be requested to write to the resident to say that if they do not desist they will receive a bill from the council for removal of their rubbish.

The clerk advised that allotments tenancy agreements for the coming year would be sent out by the end of April 2016.

12 To receive Newsletter and Website update

The newsletter had been printed and distributed.

Cllrs Julie Hall and Clare Varela were accessing Facebook. Cllr Hall was looking into the website.

13 To close Meeting

There being no further business the Meeting closed at 9.20 pm

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