

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF MEETING

**Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 19 October 2016** at the Carlton Colville Town Council Room, Hall Road, Carlton Colville Lowestoft. The Meeting started at 8.05 pm. Minutes draft until signed.  
Members of the Committee are Town Councillors Jill Tyler (Chairman) Bill Mountford, Peter Tyler, Paul Radforth and Julie Hall.

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

Committee Members present: Cllrs Jill Tyler, (Chairman), Paul Radforth, Peter Tyler, Bill Mountford  
In attendance was Cllr Derek Fletcher  
Apologies were received from Cllr Julie Hall.

**1c 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 20 July 2016**

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

**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 no public in attendance

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

1) Bus shelters at Lowestoft Road

In order to inform the Town Council decision to provide funding towards two new bus shelters at Lowestoft Road an enquiry had been sent to Peter Aldous MP for details of the requests that he had forwarded for the extra bus shelters.

The smashed glass at the bus shelter at The Street had been reported.

2) Invitation to Broads Forum Special Meeting about Integrated Flood Management on 3 November at Carrow Road, Norwich

This was received

3) Minutes of WDC Meeting about Play Park at Matlock Dale (circulated).

Cllr Jill Tyler reported that she had attended a WDC follow-up meeting about this that morning and that WDC was still looking at ways to resolve the situation.

**5 To receive updates from Sentinel regarding play and open spaces as discussed at meeting on 20 July 2016**

An update had been received as follows:

An invitation to quote had been worked on for the following at Carlton Meadow Park :

Removal of existing Basket Ball hoops, 5-a-side goals and trim trail

Design and installation of a Multi-Use Games fencing and goal ends around the existing hardcourt

Design and installation of an attractive and innovative junior play provision (utilising the existing mounds)  
Possible extension to toddler area depending on funds.  
After the award and planning permission it was hoped that work should begin in the Spring to be ready for Summer 2017.

Members agreed to ask Sentinel for information about the following:

The equipment to be provided.

What equipment would be available for the disabled

Sentinel's communications about the project with the Public.

Advertising at the site and the inclusion in advertising of Carlton Colville Town Council involvement

Plans received through Impact Youth Workers for a skateboard run had been forwarded to Sentinel.

**6 To receive update on removal of teen shelter at Carlton Meadow Park as suggested by Suffolk Police, and to receive Police report on behaviour at Carlton Meadow Park**

Suggestions had been received as follows:

Youth workers had suggested moving the teen shelter to the play area at Carlton Colville Community Centre and Waveney Norse had suggested moving it to Dale End.

Members agreed that the allotments site be used temporarily. Prior notice would be needed for unlocking the allotment site and clearing parked cars.

Costings for removal were being sought by Waveney Norse.

Members noted again the importance of opening up the area by thinning out and removing vegetation along Lowestoft Road and that this would need to be done before Spring time bird nesting season and before the new equipment was installed. This request to be put forward to the relevant authorities

The Police had found no anti-social behaviour at the site and it was agreed to inform them again of complaints made by residents.

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

The clerk's remuneration.

Bills as circulated

These payments were agreed by all.

It was agreed to seek a reduction in the BT bill towards the end of the contract period.

**8 To receive concerns about inadequate signage of Footpaths and Rights of Way particularly in the vicinity of Hedley Lane. To agree Town Council monitoring of Footpaths and Rights of Way**

Cllr Derek Fletcher advised that the footpath across the field from Hedley Lane had been ploughed up and needed reinstating and that he had written to SCC about this

It was noted that:

The footpath direction post at Marsh Lane pointing across the golf course was missing and that the one at Meadow Way for Bells Path had been reported as broken but had still not been replaced. These matters would be reported to SCC.

Footpath 8a was overgrown and the wooden footbridge on the path was rotting away. This would be reported to SCC.

It was agreed to provide a list to Members of footpaths so that footpaths could be regularly inspected.

**9 Litter bins:**

**To receive complaints about broken litter bins at Castleton Avenue and Mutfordwood Lane**

**To receive request for litter bin outside the vet surgery**

Replacement bins at Castleton Avenue and Mutfordwood Lane had been ordered and the insurance company

would be advised.

Members agreed that a bin outside the vets should be provided and sited at the grass verge.

**10 To receive update on allotments**

The overgrown hedge had been cut.

The underused plot was now being used. The owner would be advised again that they could carry on with the allotment next year subject to the usual terms and conditions. It was agreed to remind the contractor about extending the hedge at the boundary.

**11 To receive Newsletter update**

**To consider date of next publication and inclusion of a consultation in the newsletter on equipment for Carlton Meadow Park and mention of forthcoming questionnaire about Neighbourhood Plan.**

It was agreed that publication dates throughout the year needed to be agreed in advance and that the newsletter would need to be ready to go to print one month in advance to allow for printing and distribution. It was agreed to use the Advertiser again for distribution and that the area not covered by the distributors would be delivered by Members.

It was agreed to also ask the Scouts if they wished to take on the delivery not covered by the distributors.

It was agreed to include mention of a forthcoming questionnaire about the Neighbourhood Plan in the newsletter and to include thanks to residents for using the dog bins.

**12 To receive update on Website**

**To receive updates and information about Suffolk Cloud**

Information from the recent training session had been circulated.

**13 Matters in abeyance: Possible new Allotments; Possible new play equipment at Carlton Colville Community Centre**

It was noted that the vegetation on Beccles Road had still not been cut down making it difficult to see traffic when crossing the road.

Cllr Peter Tyler had suggested to the Community Centre that funds might be available for improvements to its play area as well as Carlton Meadow Park, suggestions being a roundabout, a bigger slide, proper fencing between the play area and the carpark. Members agreed to ask Sentinel if some of the funds could be used for this play area as it is well used by children on the way home from school and by people using the Community Centre.

**14 To close Meeting**

There being no further business the Meeting closed at 9.05 pm.

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