

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 5 June 2013** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.07 pm  
Minutes draft until signed.

### **1a) Welcome by Chairman**

The Chairman welcomed members of the public; Town Councillors; PCSO Justin Winn; Alison Wheatland and Desi Reed from Waveney District Council; D Cllr Paul Light; C Cllr Sonia Barker; the Youth Workers Debbie Goddard and Ian Castro; D Cllr Frank Mortimer

### **1b) To note Town Council Members present and to receive any apologies for absence and duly note them**

Members present: Town Councillors Jill Tyler Chairman, Peter Tyler, Derek Fletcher, Alistair Mackie, Bill Mountford and Julie Hall. Apologies were received and accepted from Town Cllrs Tony Tibbitt, David Kindred, Wendy Miles and Jack Green. No apologies were received from Cllr Jose Bamonde.

Apologies were Transport Museum Representative.

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

No declarations received

### **1d) Consider applications for dispensation**

See 1c

### **2 To approve and sign the minutes of the Town Council Meeting held on 1 May 2013**

Approval was agreed by all being proposed and seconded by Cllrs Derek Fletcher and Peter Tyler with the amendment that Cllr Julie Hall had been proposed and seconded as Vice-Chair of the Town Council.

### **3 To allow Meeting to be adjourned for public participation**

The Meeting was adjourned at 7.12 pm

***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 adjourn for a period of up to 15 Minutes to allow 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.***

- a) To receive a report from the Police Representative  
PCSO Justin Winn gave the report. See attachment
- b) To receive a report from Waveney District  
D Cllr Paul light gave the report. See attachment
- c) To receive a report from Suffolk County Council  
C Cllr Sonia Barker reported that as a newly elected County Councillor she was looking into the matters affecting her wards and would be meeting the head teacher or the Carlton Colville Primary school. Cllr Barker had also been looking into the situation of the school buildings used by the Free School and had been advised that on being vacated by the

Free School the priority for the use of the building was for education followed by SCC choice of use followed by WDC choice of use. The Chairman, Cllr Jill Tyler, advised that the opportunity to take this on for use by the local community would be welcomed and that some notice of any availability would be necessary due to the amount of work involved.

d) To receive a report from East Anglia Transport Museum

A written report was received and was read out.

e) To receive a report from the IMPACT Team

The Youth workers advised that they had been doing the outreach work with youths in the area. There were now eight young people wishing to form a youth council. A National Citizenship two week work experience had been arranged for 16 to 17 year olds and this would be followed by a community project. Impact had received some funding from the Masons Trust.

f) To receive the Chairman's report

This would be received next month as The Chairman had been away

g) To receive questions from the Public

See below

**h) To receive from WDC a presentation about Community Plans and Neighbourhood Plans**

Alison Wheatland and Desi Reed from Waveney District Council gave the presentation and offered to attend future meetings for further advice. Notes were circulated, see attachment.

g) To receive questions from the Public

Residents questioned how the working party for the school traffic problem had been arranged and who had agreed the membership as residents had not been informed about it and were not invited. It was felt that an action group should have been arranged at the time of the public meeting and with residents' input. Cllrs Barker and Mortimer advised that they would be looking into the matter and would be supporting residents and the school with a solution to the traffic problem.

The Meeting reopened at 8.25 pm

#### **4 To receive updates on actions from the previous meeting (information only)**

**Borrow Close Conveyance:** To be discussed at item 7

**Standing Orders** amendments.

Appendix of changes had been added.

#### **Town Council room quotes**

A builder had not met with Cllr Peter Tyler at the arranged site meeting. A third quote was still required.

#### **Request for Locality Funds for grit bins**

C Cllrs had added this request to their list of requests for locality funds and would give it consideration and revert.

#### **5 To receive correspondence log**

a) **To receive details of any correspondence of importance for Council to consider not received elsewhere.**

#### **Request for flashing speed warning lights at Beccles Road**

Suffolk Highways had advised that they would ask for a mobile unit to be used and no costs for this would be involved from the Town Council.

#### **Notification about rubbish at Hall Rd Play area**

Offers of litter picking had been received. The Town Council had been advised that a scheme by a local employer for Help In the Community might be available for this and Cllr Jill Tyler had advised the Carlton Colville Community Centre of this offer. Litter pickers and gloves would be needed and WDC would be asked if these could be supplied and it would be an agenda item for the next Amenities Committee. Cllr Frank Mortimer offered to help with the matter.

**Notification of flooding at Open Space, details forwarded to WDC**

No reply had been received. A further request for action would be made. Cllr Frank Mortimer offered to help with the matter. A request would also be sent to the WDC Play partnership.

**Prince's Trust Community Project advance notice of request for involvement in a Council project**

This would be an item for Amenities Committee.

**Notification from WDC of Consultation on Supplementary Planning Documents and comments from Suffolk Preservation Society, circulated**

This would be discussed at the next Planning Committee and replies forwarded to WDC and SPS. Hard copies would be requested.

**b) To confirm receipt of minutes from Meetings held since 1 May 2013:**

- Planning Committee Meeting 1 May 2013
- Planning Committee Meeting 28 May 2013
- Finance and Personnel Meeting 28 May 2013

These had been received.

**6 To agree cheques for signature**

These were agreed by all. See attachment  
These will be signed after the Meeting has been closed.

**7 To receive information about the conditions for the conveyance of land at Borrow Close from WDC to Carlton Colville Town Council.**

The conditions from WDC had been received and there appeared to be some discrepancies. Comments about these were being forwarded to the solicitors. Estimation of time to completion was requested.

**8 To agree signatories on behalf of Carlton Colville Town Council for conveyance of land at Borrow Close**

It was agreed that this would be the Clerk as the Proper Officer and the current Chairman. Proposed and seconded by Cllrs Derek Fletcher and Alistair Mackie and all agreed.

**9 To ratify decision for contract for work on the proposed allotments**

Quotes 1, 2 and 3 had been received and circulated. The Allotments Working Party had recommended that Quote 1 be accepted with the first option on fencing and the first option on the car park. It was resolved to ratify this recommendation this being agreed by all and being proposed and seconded by Cllrs Mackie and Fletcher.

**10 a To ratify recommendations by Finance and Personnel Committee to purchase "no horses signs" at footpath between Chapel Rd and Mutfordwood Lane**

It was resolved to ratify this recommendation this being agreed by all and being proposed and seconded by Cllrs Mackie and Fletcher. Quotes would be obtained

**b To ratify recommendations by Finance and Personnel Committee for the initial deep cleaning of bus shelters by Waveney Norse, followed by quarterly clean, quote attached, funds having been set aside for this purpose**

It was resolved to ratify this recommendation this being agreed by all and being proposed and seconded by Cllrs Peter Tyler and Alistair Mackie.

**c To ratify recommendations by Finance and Personnel Committee to purchase recent edition of Arnold Baker "Local Council Administration".**

It was resolved to ratify this recommendation this being agreed by all and being proposed and seconded by Cllrs Peter Tyler and Alistair Mackie. It was agreed that two copies would be purchased, for use by the Clerk and Members.

**11 To determine the next steps about Community / Neighbourhood Planning for Carlton Colville**

Cllr Hall suggested that the information received in the evening's presentation would need to be considered before going any further. The matter would be an agenda item for the July Full Council Meeting. Guidance would be available from WDC when necessary.

**12 To agree dates in September for Councillor Planning Training**

Thursdays 19 and 26 September were suggested by Salc. All Members present except Cllr Mountford were available on both dates, Cllr Mountford to advise availability and members not present to be asked for their availability.

**13 Matters for consideration at future meetings:**

Charities Donation Policy, Cllr Jill Tyler would look at Policies; Community Led Planning with 20 minutes allowed for discussion

Cllr Hall reported that the steps at Bloodmoor Bridge were slippy. C Cllr Sonia Barker offered to look into this matter.

Cllr Fletcher reported that the Bridle Path signs pointing to The Golf Club and Beccles Road at the bottom of Marsh Lane needed replacing.

**14 Close Meeting**

There being no further matters the Meeting closed at 9.00 pm

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

Minutes Carlton Colville Town Council Meeting 5 June 2013

Payments to be considered

Clerks Wages for May 2013 chq 1703	
Hire Of Hall on 28 May chq 1704	£14.00
Newsletter distribution chq 1705	£266.00
Newsletter printing chq 1706	£711.00
Clerk Expenses: extra mileage:11 miles; stationery: paper and files chq 1707	£20.40
Cllr Expenses JH stationery	£33.73

CARLTON COLVILLE TOWN COUNCIL POLICE  
REPORT

24/04/13 – 02/06/13

THERE HAVE BEEN 13 REPORTED CRIMES DURING THIS PERIOD.

3X COMMON ASSAULT  
2X ASSAULT OCCASIONING ABH  
1X HARASSMENT – PURSUE COURSE OF CONDUCT  
1X MALICIOUS COMMUNICATIONS  
1X CRIMINAL DAMAGE – DWELLING  
1X CRIMINAL DAMAGE VEHICLE  
1X THEFT IN DWELLING  
1X BURGLARY DWELLING  
1X ROBBERY – PERSONAL PROPERTY  
1X INTERFERENCE WITH A MOTOR VEHICLE

SPEED CHECKS HAVE BEEN CARRIED OUT AT VARIOUS LOCATIONS AROUND THE AREA AND A NUMBER OF VEHICLES HAVE BEEN RECORDED TRAVELLING IN EXCESS OF 35MPH THESE HAVE BEEN SENT ADVISORY LETTERS VIA THE COMMUNITY SPEEDWATCH PROGRAMME AND VEHICLE DETAILS HAVE BEEN RECORDED AND WILL BE DEALT WITH BY THE ROADS POLICING UNIT SHOULD THE SAME DRIVERS CONTINUE TO OFFEND.

REPORT COMPILED BY PCSO 3087 WICKS ON BEHALF OF THE SOUTH LOWESTOFT SAFER NEIGHBOURHOOD TEAM.

REPORT FROM EAST ANGLIA TRANSPORT MUSEUM  
MAY 2013

On the last Saturday in April, for the first time, the museum held their Annual General Meeting at the Community Centre in Hall Road. Many members expressed appreciation of the facilities and the hope that this local amenity would be booked by the museum again.

The much anticipated signal box was completed in time for the unique event "40 Years of the East Suffolk Railway" on 19 May. Fortunately the weather was fine and dry enabling an open top double decker trolleybus to be used as a viewpoint for photography. Both passenger and freight trains ran on the day, hauled by both our own and visiting locos. The trolleybus service was re-routed, enabling the railway station to be a passenger stop. There were also visiting military vehicles, vintage cars and a model railway. Thanks to the hard work of our volunteer gardeners the museum entrance was enhanced by colourful plants in containers.

Visiting numbers are steady, fluctuating occasionally in the varied weather conditions. There was a good start to half term week, when the museum opened on six days. In common with many museums, school visits have reduced in number.

Restoration work continues behind the scenes. The date of our application for accreditation is drawing closer and much time is being given to this by a small team.

Carlton Colville Town Council Meeting June 2013

Report from D Cllr Paul Light.

This last month has been relatively quiet with purdah and changes at Council. I attended a Community Infrastructure Levy meeting and saved the notes which I passed onto the TC Chair for information.

There should be a session for Town & Parish Councils later this year.

We had a site meeting re another solar farm and that was also an agenda item at the following Dev Cont meeting.

Full Council and appointments to committees have taken place. I also stood down from Dev Cont to allow the very experienced and knowledgeable Cllr Groom to be on the committee.

The London visit went ahead and proved very informative and interesting.

It was rather more complicated than previous visits with 1/3rd of the coach dropping off at the Old Bailey for a tour and then the opportunity to sit in on two different murder trials.

The rest of the coach party went on to the Houses of Parliament and joined others who travelled by train to meet us there. This group was met by Peter Aldous and divided into three with 2 guided tours of the Houses and the rest taken to see the Chapel with Peter.

The tours lasted nearly 90 mins so everyone had a tremendous opportunity to find out more about our seat of Government.

In the afternoon, everyone met up at the new Hindu Temple to be in awe of this traditional building just yards from Wembley Stadium.

The party was made up of Cllrs, Officers & Staff of WDC as well as members of the Youth Council and residents of Carlton Colville.

It is pleasing to see that, at long last, there is a 30mph sign on Chapel Rd and the base of the oak trees have been trimmed.

I have met with SC Cllr Peter Byatt to discuss a number of Carlton Colville issues and took him around the town to see for himself the type of things residents get very concerned about and Kathy Gosling had been working on.

I passed on information regarding a number of recent issues regarding lack of footpaths, missing bus departures and admission to the Primary school.

While at a Norfolk school I managed to get some leaflets for parents about responsible parking when dropping off/picking up from schools. In case these might be something that could be adopted by Suffolk.

I have also been contacted about the tree and shrub clearance work off Hall Rd and the ongoing problem of football on the Matlock Dale green. One resident kindly provided me with information as to how the green should have been left in 2002 when the development was first built.

Obviously the builder is most unlikely to do any retrospective planting now but I have taken the information to Waveney Norse to use the information as best they can.

Other residents were having problems with losing their telephone lines because of an overgrown tree. This was checked and found to be dangerous and subsequently removed restoring the telephone links for the residents in that area.