

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 3 September 2014** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting began at 7.00 pm.

Minutes draft until signed.

1a) Welcome by Chairman

The Chairman welcomed Town Councillors and District Cllr Paul Light, and Sandra Ward from the Transport Museum, and Members of the Public.

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

Town Council Members present were: Chairman Alistair Mackie, Vice-Chairman Jill Tyler, Derek Fletcher, Christine Fair, Bill Mountford, Tony Tibbitt and Jack Green.

Apologies were received, noted and accepted from the Cllrs Julie Hall and David Kindred. County Cllr Sonia Barker sent apologies.

PCSO Steve Wicks sent apologies

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

Cllr Jill Tyler declared an interest at item 19

1d) To consider applications for dispensation

It was agreed by all that Cllr Jill Tyler would leave the room for item 19

2 To approve and sign the minutes of the Town Council Meeting held on 6 August 2014

Approval of Minutes as a true record of the Meeting held on 6 August 2014 was proposed and seconded by Cllrs Tony Tibbitt and Bill Mountford and agreed by all.

3 To allow Meeting to be adjourned for public participation

The Meeting was adjourned at 7.05 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.

3A to receive reports

Reports were received from the following:

i) The Police

See attachment for report provided.

ii) Waveney District Councillors

District Cllr Paul Light's report had been circulated, see attachment. There were no reports from District Cllrs Kathleen Grant or Jose Bamonde.

iii) Suffolk County Councillors

C Cllr Sonia Barker sent a report. See attached

iv) East Anglia Transport Museum

Sandra Ward reported on the continuing successes of the Museum. See attachment. .

iv) The Clerk

This was read out, See attachment

v) Carlton Colville Youth Council

Cllr Jill Tyler reported a quiet time for the Youth Council as its members had not been able to

attend the recently scheduled meeting. The next meeting will be 10 September 2014.

3 To receive questions and input from the Public

An update was requested on the situation at the Marsh Lane, Beccles Road roundabout in relation to the traffic problems at the road that is an offshoot from Beccles Road. The situation had been reported to County Councillors and a reminder sent. It was agreed to send a further reminder.

Information had been received that the footpath alteration at Gisleham was not connected with the School.

Residents requested that future meetings about school traffic should be open meetings for all public to attend.

There were no more questions at this point and D Cllr Paul Light and Sandra Ward from the Transport Museum and several members of the public left the meeting at this point.

The Meeting reopened at 7.35 pm

4 To receive an update on actions from the previous meeting of 6 August 2014

The residents' concerns about dangerous traffic at the offshoot of Beccles Road at Beccles Rd Chapel Rd roundabout were forwarded to County Councillors. Awaiting reply.

The vegetation at the above site was notified to W Norse and Suffolk County Council with a request for it to be cut down to improve sight lines

Resident's question about parking tickets issued near Carlton Colville Primary School was forwarded to the local Police.

Query about footpath diversion was forwarded to Gisleham Parish Council.

Enquiry about lorries searching for garden centre was forwarded to Gisleham Parish Council.

Request was made to Community Action Suffolk for a model Safeguarding Policy to use to have in place prior to both the Town Council Disclosure and Barring Service Disclosure Agreement under Community Action Suffolk umbrella and the Policies relevant to the agreement

Town Council requests re cutting of the allotment border were forwarded to the gardening contractor

Rubbish bin for Carlton Colville Community Centre has now been delivered and is due to be installed

Following changes in availability of a venue at the Carlton Colville Community Centre, the future Planning and Amenities Committee Meetings have been arranged at the Methodist Church Hall for the third Wednesday of the Month

Town Council request to Cllr Wendy Miles to be the allotment representative on the allotment committee was forwarded to Cllr Miles.

5 to receive details of any correspondence of importance for Council to consider not received elsewhere

Resignation of Town Councillor Wendy Miles

Application from Peter Tyler to be a Town Councillor. Since the agenda had been issued two further applications had been received.

Complaint from resident at Low farm Drive about business being conducted in residential property. A reply from The Planning Officer indicated that this was an internet business with no customers to the house and was not against Planning rules.

Complaint from resident about vehicles using bridle track behind Marsh Lane, this forwarded to Suffolk Footpaths. Cllr Fletcher advised that using vehicles was the only way that supplies could be taken to the horses in the area.

Complaint from resident about rubbish at Community Centre, this was forwarded to the Community Centre. On this matter Cllr Jill Tyler advised that the Police need to be made aware of any antisocial behaviour and asked that the Town Council look into keeping the grass cut. It was agreed to discuss this at the Amenities Committee Meeting

County Cllr Gordon Jones had made a request to Suffolk Community Action to advise the Town Council about how to go about obtaining youth workers. Another request had been made to Suffolk Community Action asking for this advice
Notification of the Salc Waveney Area Meeting on Thursday 11 September 2014 at Beccles.
Call for evidence from Salc of devolution of Services and Community Agents
Further information about Flying a Flag for the Commonwealth. It was agreed to put this on the amenities agenda.
Request to consider and provide input to inform Salc's response to two issues being scrutinised by Salc, ie Highways Area Offices and Our Place.
Notice of the Amendment of 1960 Act by the Openness of Local Government Bodies Regulations 2014
Notification from Salc of competitions for Website and Newsletter of the Year.

6 to confirm receipt of minutes from Meetings held since 6 August 2014

Planning Committee Meeting 20 August 2014
Extraordinary Meeting of the Town Council to elect a Chairman, held 20 August 2014
Extraordinary Meeting of the Town Council to ratify decision regarding provider of detailed plans for Council room, held 20 August 2014.
These were received

7 To agree cheques. These will be signed after the Meeting has been closed.

See attachment
These were agreed by all Members being proposed and seconded by Cllrs Jill Tyler and Christine Fair.

8 To receive update on quote for regular cutting of border around allotments

The initial quote of £60 was obtained and had been accepted for the border to be strimmed but the initial cut had proved a greater job than expected as much of the area was impenetrable. In reply to the question of the path being cut in the future and the Council suggestion of it being cut only when necessary and not each month and a request for the hourly rate, the contractor suggested the path be strimmed only during the growing season and gave quotes for this. The clerk was asked to obtain further quotes.

9 To receive a model Safeguarding Policy in relation to Town Council Interaction with Young People and vulnerable adults

A policy appropriate to Town Councils had been applied for but not received to date.

10 To agree the following Policies required by the Disclosure and Barring Service:

1 ex-offenders policy

2 code of practice on storage and handling

This to be carried forward until Safeguarding Policy had been received.

11 To receive agree and sign a Disclosure and Barring Service Disclosure Umbrella Agreement

This to be carried forward until Safeguarding Policy had been received.

12 To receive notice of amendment of 1960 Act by the Openness of Local Government Bodies Regulations 2014 see item 1e above

This had been circulated to all Members and was received

13 As requested by Salc, to consider and provide input to inform Salc's response to two issues being scrutinised by Salc, ie Highways Area Offices and Our Place

It was agreed that the Clerk would revert to Salc with the report on Highways Area offices. Cllr Bill Mountford advised that Our Place referred to County Council liaison officers for local Matters. It was agreed that the Clerk would revert to Salc with the Council impressions of Our Place.

14 To receive information regarding problems on the green space at Matlock Dale and to determine what course of action needs to be taken to address this long standing problem.

This item to be an agenda item until next action taken. Cllr Jill Tyler advised that youths are being encouraged to play elsewhere and that residents are being encouraged to report antisocial matters to the Police.

15 To receive update on building of proposed Town Council room

The plans providers have been notified of Town Council agreement to contract them and have been given a contact number for access to the Community Centre. Cllr Jack Green advised that they could also contact him for access.

16 To receive update on date of next Town Council surgery

No reply had been received from Morrisons. A request would be made for a stall in October.

17 To agree Town Council Allotments representative and to arrange meeting to set up an Allotments committee

There were no volunteers for this. It was agreed by all to suggest to volunteers that they set up their committee to which a Town Council member could join at a later date.

18 To receive update on reply to the Post Office following presentation from Post Office Representative with additional support from all levels of Councillors

Cllr Jill Tyler had sent a letter seeking support with this to District and County Councillors and providing them with the report that had been sent previously to the Post Office.

19 To receive application for position of Town Councillor and to discuss application and to agree or not whether to accept the application.

Cllr Jill Tyler left the Meeting for this item. Acceptance of the application was proposed by Cllr Tony Tibbitt and seconded by Cllr Christine Fair. In total four Members voted in favour of acceptance and two Members voted against. It was agreed to accept the application.

20 Matters in abeyance and for next Meeting in October :

Community Led Planning; amendment of Standing Orders in relation to filming and recording and reporting on meetings as embodied in 1960 Act and of changes to meeting times for committee meetings; To consider the Town Council Emergency Response Plan, Budget and consideration of projects for the year 2015 to 2016

21 Close Meeting

There being no further matters the Meeting closed at 8.15 pm

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

Minutes September Town Council Meeting 2014

Payments for consideration

Clerks wages for August 2014 chq 1844	£844.12	paid 20/08/14
Carlton Colville Community Centre hire of hall chq 1845	£96	
Society of local council clerks subscription chq 1846	error	
Uplands Community Centre Hire of Hall 20/08/14 chq 1847	£14	
Society of local council clerks subscription chq 1848	£147	
Clerks expenses hole puncher and stamps and mileage to Emergency Planning workshop chq 1849	£28.22	
Bloodmoor Hill Community Association hire of room chq 1850	£17	

Carlton Colville Town Council

Clerks report for Meeting 3 September 2014

Complaint from resident at Low farm Drive about business being conducted in residential property; referred to WDC Cllr Light and then to WDC customer services

Noticeboard ordered for Allotments area

Received reply from C Cllr Gordon Jones who has requested Suffolk Community Action to send info to TC about how to obtain youth workers
Followed this up with a similar request to them

Forwarded to County Councillors the residents' concerns about dangerous traffic at the offshoot of Beccles Road at Beccles Rd Chapel Rd roundabout.
Requested vegetation be cut down at above site to improve sight lines

Contacted the gardener re Town Council requests re cutting of the allotment border
Forwarded TC request to Town Cllr Wendy Miles about being a TC representative on the allotments committee.

Forwarded the Town Cllr Wendy Miles resignation to WDC elections department. Removed Cllr Miles details from WDC data base.

Complaint from resident about vehicles using bridle track behind Marsh Lane - this referred to SCC Footpaths department who are looking into it.

Requested a model Safeguarding Policy from Community Action Suffolk to have in place prior to the agreement of the Disclosure and Barring Service Agreement under their umbrella and the Policies relevant to the agreement

Forwarded resident's question about parking tickets near Carlton Colville Primary School to Local police.

Forwarded query about footpath diversion to Gisleham Parish Council.

Forwarded enquiry about lorries searching for garden centre to Gisleham Parish Council.

Liaised with W Norse and Community Centre re siting of the new rubbish bin

Booked Methodist Church Hall for future meetings of the Planning and Amenities Committee Meetings. These are to be held on the third Wednesday of the month.

Requested W Norse cut the dog walk at Carlton Colville Community Centre

Did Journal report

Carlton Colville Town Council police report

30/07/2014 – 27/08/2014

There have been 14 crimes recorded during this period.

1x Causing an affray

1x Assault occasioning ABH

3X Common assault

1x Minor wound without intent – sec 20

1x Possess class A drug

1x Depositing waste (fly tipping)

1x Criminal damage other building

1x Criminal damage other

1x Criminal damage vehicle

1x Burglary dwelling

1x Theft from the person

1x Theft from vehicle

Report compiled by Pcs0 3087 Steve Wicks

On behalf of the South Lowestoft Safer Neighbourhood Team.

County Cllr Report from County Cllr Sonia Barker

Just to update you since the July meeting.

During August I have attended a number of SCC Education and Children Services preparation meetings in Ipswich for the meeting on the 11th September, 2014.

I have chased up Mike Mottram SCC Road Safety Officer (on numerous occasions since May 2014) who is the lead person for the feasibility study work on the Carlton Colville School road solution issue. I last received an email from him on the 20th August, 2014 saying that he was awaiting confirmation of the feasibility study costings from Councillor Graham Newman (Road and Transport Portfolio holder for SCC) before anything more could be taken forward.

I expressed in my email my concern that it was almost five months since the meeting held on the 1st April, 2014.

If you have any concerns regarding information for your meeting on the 3rd September, 2014 please contact Cllr Peter Byatt on his return from leave.

Report from District Cllr Paul Light 3 Sept 2014

Not a lot new to report.

Did contact Waveney Norse re the broken swing before letting TC know as this was a case where immediate action was preferable.

Have spoken to a number of residents who are generally happy with living in Carlton Colville.

The need for another river crossing was mentioned and I explained Waveney have been working on this for several years now. The existing bridge was only meant to last until 2002 and has a finite life.

When a bid is made for funds it has to be as strong as possible and it is vital that it is situated in a position that meets the needs of the people of Waveney.

You will have read that Waveney Development Control made a decision on the Tramways Hotel.

I also received a letter of thanks for helping residents achieve a successful outcome to a problem they had which was extremely nice of them to take the time to write.

Colleagues and I are being invited to the opening of Phase 2 of Pakefield school.

Rosedale Surgery.

A new Dr partner (Dr James) has joined the practice. As councillors will know from earlier reports that there are many practices that are struggling to bring in new drs and Carlton Colville is very fortunate in being able to continue to attract excellent doctors.

The Mental Health consultation has been put on hold until next year.

The AGM of the CCG is being held at 6.00pm on Thurs Sept 25th at the Beccles offices.

Waveney has recently changed security access to emails and I have been unable to get into emails for 14 of the 21 days since the change.

From the minutes can I mention a couple of things:

Problems on Harrop Dale Green.

Over a number of years there has been a problem with youths playing ball games there.

Last year I helped organise a public meeting writing to residents in the area (with the support of SCCllrs; Waveney Cllrs; Waveney Community and Sports Teams; Waveney Norse; the Inpact Team; Chair of the Youth Council, and the Police). The

consensus was that the area be kept for recreational use.

Unfortunately the playing of ball games has continued causing annoyance to some residents.

The path off Beccles Rd leading to the fields was something I drew attention to back in January. Unfortunately I was unable to follow this up because of illness. The designation of this path could have an effect on deliveries made to the horses kept there.

3 or 4 years ago CC Parish Council introduced a rule that District & County Cllrs, Officers of said Councils and Church Leaders could not be considered for co-opting onto the Council.

Can you tell me if this has this been included in the new Code of Contact?

