

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 2 December 2015** 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, County Cllr Peter Byatt, District Cllrs Paul Light and Jenny Cesera, Youth Workers of Impact, Representatives from the Fire Service and the Transport Museum and Members of the Public.

### **1b) To note Town Council Members present and to receive note and accept apologies for absence from Town Councillors**

Town Council Members present: Jill Tyler (Chairman), Peter Tyler, Paul Radforth, Bill Mountford.

Apologies were received noted and accepted from Cllrs Julie Hall, Clare Varela, Christine Fair and Derek Fletcher

Apologies were also received from District Cllr Kathleen Grant

County Cllr Sonia Barker will attend alternate Town Council Meetings with County Cllr Peter Byatt.

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

None received

### **1d) To consider applications for dispensation**

None received see 1c

## **2 To approve and sign the minutes of the Town Council Meeting held on 4 November 2015**

Approval of the Minutes of the Meeting held on 4 November 2015 was agreed by all.

## **3 Public participation**

*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 allow a period of up to 15 Minutes for reports and 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 attached report

#### **ii) District Councillors**

See attached report

Cllr Jill Tyler asked about the progress of enquiries concerning unkempt empty properties in Carlton Colville. The District Councillors agreed to chase enquiries up.

#### **iii) Suffolk County Councillors**

See attached report

Cllr Peter Byatt advised that county councillors had attended an important course about awareness of sexual exploitation of young people. It was agreed to ask Salc (Suffolk Association of Local Councils) for advice about Council Members attending such a course.

Other matters:

Removal of bus services

Cllr Byatt advised that he had followed up the removal of the bus service no 60 and had been informed that the service did not pay. The situation where services from two separate bus companies chase each other around for the same business and then both remove the services was noted and Cllr Byatt agreed to enquire further about the bus service reductions. Carlton Colville Primary School Traffic situation:

Cllr Byatt suggested that the national policy of non-provision of parents parking should be challenged at ministerial level as Carlton Colville Primary School was unusually situated for transport.

Members agreed to include Carlton Colville Primary School Traffic situation in January's TC Meeting as an open agenda item to receive all available information, and to invite Gisleham Parish Council, and to advise SCC officers of this, And to consider agreement at the January TC Meeting that County Councillors should take responsibility for the matter and be the drivers for improvements.

Flooding:

There should be a documented plan from SCC about dredging and unblocking of drains.

#### **iv) East Anglia Transport Museum**

Christmas events are being held.

#### **Presentation by the secretary of the Fire Brigades Union**

The Fire Brigades Union secretary who works as a Firefighter at Lowestoft South fire station on Stradbroke Road and resides in Carlton Colville gave a presentation about the "IRMP Consultation" for Suffolk Fire & Rescue Service.

Suffolk County Council Cabinet agreed the consultation to go ahead at their meeting on November 10th. The consultation runs until February 22nd 2016.

The Union secretary informed the Meeting of the proposals and what they will mean to the local area and to the County as a whole as follows:

The proposals include reducing the amount of fire engines in the County by 6 and reducing the number of Wholetime Firefighters by 20 and On-call (part time) Firefighters by 50. One fire engine from Lowestoft would be removed as well as Wrentham fire station being closed. As a proportion of fire –fighters are unavailable due to their being On-call half of the Fire centres are already unavailable at some time during the day and any more cuts will reduce availability further. To avoid cuts and make up the shortfall would only cost £1.80 per person in Suffolk and Suffolk is already the cheapest run service in the country costing just £28 per person per annum.

It was agreed to advertise the consultation on noticeboards and websites and as a Council to respond to the consultation at the January Meeting.

#### **3b to receive questions from the Public**

Comments and questions were received as below:

Flooding.

A resident had sent information to the Town Council about replies to his questions to SCC about flooding. The Clerk advised that the Flood Risk Manager at the Environmental Agency had been contacted about what is happening in relation to cleaning out the Kirkley Stream but no reply had been received to date. Further questions were asked by resident. Cllr Bill Mountford suggested that the flooding matters be taken up by County Councillors. This was agreed by all.

#### **4 To receive an update on actions from the previous meeting 4 November 2015**

Clerk's report. See attached

Carlton Colville Primary School traffic:

Gisleham Parish Council advised that SCC would provide a passing place at each end of the new footpath on the opposite side of the road to alleviate congestion at that stretch.

Gisleham Parish Council supported the provision of a zebra crossing.

It was again agreed by all to invite Gisleham Parish Council to the January Town Council Meeting to discuss the school traffic situation.

Suffolk Highways advised that costs so far for the zebra crossing were £21,801.

Filming in public area:

Police advised that this was permissible.

Flooding:

The first meeting of the Flood action group had been held.

Recent localized flooding on the road at The Street and a blocked drain at Chapel Road had been reported to SCC and had been dealt with.

#### **5 To receive details of any correspondence of importance for Council to consider not received elsewhere:**

Invitation for two Members to attend site meeting at land off Poplar Road on Monday 7 December at 10.30 am

It was agreed that Cllrs Peter Tyler and Paul Radforth would attend. Updated plans had been received and would be taken to the meeting.

Information about Town Councils Precept and date of 22/1/16 for submission of precept request.

It was agreed to hold a Finance and Personnel Working party In December and a Precept Meeting in November.

Notes from Kirkley Flooding Meeting held 30 October 2015

These had been circulated

Report on WDC Financial Briefing

These had been circulated and would be sent out again.

Consultation on the future of Suffolk Fire and Rescue Service

Information about this would be put on the noticeboards and website and the consultation would be an agenda item in January.

Information from SCC Emergency Response that sandbags are not routinely provided.

#### **6 To confirm receipt of minutes from Meetings held since 4 November 2015:**

Planning Committee Meeting held on 18 November 2015, circulated

Amenities Committee Meeting held on 18 November 2015, circulated

Flooding Action Group held on 26 November 2015, circulated

Receipt of Minutes was confirmed

#### **7 To agree payments to be made**

See attachment

These were agreed by all being proposed and seconded by Cllrs Jill Tyler and Paul Radforth.

It was noted that provision of hanging baskets in future years would need further consideration.

#### **8 To receive current bank details and budget information**

This was received by all

#### **9 To receive information about the new arrangements for council audits from 2017 onwards and to agree whether or not to opt out of the Sector Led Body Audit Procurement.**

It was agreed by all not to opt out of the Sector Led Body Audit Procurement, this being proposed and seconded by Cllrs Jill Tyler and Paul Radforth.

**10 To agree Finance and Personnel Meeting date and to agree Precept Meeting date**

It was agreed to arrange a date in December for the Finance and Personnel Working Party and one in January for the Precept Meeting - this to be in time for the deadline for precept requests to WDC.

**11 To agree that District and County and Town Councillors all meet together with WDC and SCC officers where appropriate if and when problems arise in Carlton Colville**

It was agreed by all that:

Members would work together with District and County Councillors where appropriate. Members would be mindful of what matters they had responsibility for and what matters were the responsibilities of District and County Councillors.

**12 To receive update on Council room**

Cllr Paul Radforth had liaised with the builders about electrical wiring not needing to be channeled, suspended ceiling not needed for the WC and surface crack needing only to be filled in.

It was noted that a formal agreement about water supply and electricity supply by meter still needed to be arranged with the Community Centre and this would be done.

**13 To receive update on newsletter and website**

The previous webmaster was still kindly offering to keep the website updated.

Cllr Clare Valera had finished the current newsletter and a few proof reading matters needed to be altered.

**14 Matters in abeyance and for next Meetings**

Awards scheme update

Skills audit

Council support for youth hub

CLP NP formal agreement

To agree TC approval of traffic situation at the school

Emergency Planning group

**15 To close the Meeting**

The Meeting closed at 9.35 pm

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

TC Meeting December 2015

Payments for consideration

Hire of Hall at Methodist Church Sept to Dec chq 1992	£120.00	
Hire of Hall at Bloodmoor meeting with Salc and Cllrs J Tyler and T Fleet chq 1993	£25.50	
CDS stationery chq 1994	£41.80	
W Norse quarterly dog walk 2 times chq 1995	£164.02	
W Norse amenity corner Aug to Nov chq 1996	£247.47	
W Norse 44 hanging baskets chq 1997	£3749.96	
Hire of Hall Carlton Colville Community Centre for flooding group meeting chq 1998	£21.75	
Insurance annual payment chq 1999	£429.18	

## **Carlton Colville Town Council December 2015 Clerks report**

**Police Report** requested information about nuisance at school and advice about filming

**Bus services** Wrote to SCC portfolio holder about withdrawal of services and ask them to attend a meeting

Asked for up to date list of services through Carlton Colville

**School** Asked Gisleham PC of any success they've had at the school. Reply received

Asked Mark Kerridge if any costs saved by not having the zebra crossing will be put towards improving the situation.

Obtained list of costs up to now.

**Hanging baskets** Ordered selection of trailing plants for next year

**Flooding** Asked portfolio holder for a report from SCC on discussion with the local landowner about the cleaning out of the Kirkley Steam.

Arranged meeting for local residents flooding group 26 November 2015

Attended Flooding group meeting on behalf of the Town Council. Took minutes and circulated Minutes to TC and all flooding agencies

Forwarded complaints about recent flooding on The Street – reply received from SCC

**Hedges** Wrote to landowners about policy for keeping hedges cut back and inviting them to a meeting. Two replies received

Forwarded complaints about leaves on pavements and blocked drains (Ashtree Gardens / Colsterdale footpath and also Chapel Road) SCC arranged for these to be cleared.

**Bins** – Locality funding from SCC Cllrs has been received for two litter bins at play areas at Staplehurst and Wannock Close and these have been ordered together with bins at Skate board Park, Capstan Way and replacement bin at Chapel Road all as agreed at previous meetings.

**Newsletter delivery routes** – these checked with distributor

**Vets** contacted vet for newsletter article

**Open Spaces** – requested update from Sentinel

CARLTON COLVILLE TOWN COUNCIL  
POLICE REPORT FOR PERIOD  
28/10/15 – 26/11/15

There have been 7 crimes recorded for the above period

1x Assault occasioning ABH

2x Common assault no injury

2x Burglary other building

1x Theft of pedal cycle

1x Cause harassment / alarm / distress section 5

Report compiled by Pcs0 3087 Steve Wicks on behalf of the South Lowestoft Safer  
Neighbourhood Team.

**CARLTON COLVILLE TOWN COUNCIL**

**COUNCIL MEETING – Wednesday 3<sup>rd</sup> December 2015**

**Report by County Councillors:  
Cllr Sonia Barker & Cllr Peter Byatt**

Suffolk County Councillors for the Pakefield Division which includes  
Carlton Colville

- **Suffolk County Council matters:-**
  - **There was no full Council meeting in November 2015.**

**SCC Meetings attended by Cllr Sonia Barker & Cllr Peter Byatt**

- 4.11.15 Training on Child Sexual Exploitation at Endeavour House (SB and PB)
- 6.11.15: Education and Children's Services Scrutiny Committee Workshop at Endeavour House (SB)
- 12.11.15: Audit Committee Meeting at Endeavour House (PB)
- 17.11.15: Eastern Inshore Fisheries and Conservation Authority Meeting at EIFCA Headquarters, King's Lynn (PB)
- 23.11.15: Corporate Parenting Seminar at Ipswich Town Football Club (PB)
- 27.11.15: East Suffolk Partnership Forum at Trinity Park, Ipswich (PB)
- 27.11.15 Education and Children's Services Scrutiny Committee Briefing Meeting at Endeavour House (SB)
- 30.11.15: Suffolk Pension Fund Committee at Endeavour House (PB)

**NEXT FULL COUNCIL MEETING 10<sup>TH</sup> DECEMBER**

- **Carlton Colville issues:-**
- **Highways:**
  - 18.11.15 Cllr Byatt attended a meeting at Riverside for an update on the Third Crossing, as the direct link road to this is accessed from the Bloodmoor Roundabout, Tom Crisp Way and Castleton Avenue. More information will be forthcoming on this when the assessments have been completed, but it was clear

from the work being carried out that all possible options, including a barrage and tunnel, have been considered thoroughly.

26.11.15 Cllr Byatt met with Mark Kerridge and Mike Motteram regarding Carlton Colville Primary School. Highways would like a definitive answer on the Zebra Crossing. The possibility of re-aligning the pathway at Secret's Corner was also discussed, and also a feasibility study into providing passing points as outlined previously. The suggestion regarding providing a car park was clarified in that current National and Local Policies prevent the provision of parent parking. The only way forward on this is to campaign for an exception to be made at Ministerial level, but there will also be significant costs involved. The footpath across the field to the Fortress Estate would be prohibitive in it's cost in terms of value for money, and projected use. There was a query as to when the proposed gates would be erected at the school.

- **Locality Budget:**

- Cllr Byatt visited the Play Area at the Community Centre to inspect the renovations, repairs and re-painting. Jack Green asked for a some painted areas to be re-done, but otherwise the work is of a good standard.

- **Other Carlton Colville related matters**

3.11.15 Briefing at Riverside from SCC Senior Education Officers regarding attainment across Waveney (SB as Leader Labour Group and SCC Education role)

13.11.15 Cllr Barker attended a Meeting of the Great Yarmouth and Waveney Health Scrutiny Committee at Riverside for an update on the effect of Surgery Closures and the future of Carlton Court. (SB to update verbally.)

16.11.15 Cllr Barker forwarded additional notes to Jane Burch at SCC regarding the July flooding.

24.11.15 Cllr Byatt met with Cllr Light at Riverside to discuss a footpath issue on behalf of a resident with Luke Barber from SCC

## Report From D Cllr Paul Light

Most of my time this month has revolved around trying to progress a number of problems residents have brought to us or other long standing problems.

- In addition to writing and exchanging emails on these issues I have visited Riverside on average twice a week to discuss and pursue the following:

- Flooding,
- WDC land at Harropdale and the removal of picket fences,
- Planning application behind Poplar Rd.,

*[Following my request for 'call in' and site visit this will be going to committee]*

- Nuisance parking,

*[There looks to some progress although it may only be temporary]*

- Grass cutting,

*[Cllr Ceresa and I will be asking Ian Gregory about this on Thursday]*

- The overgrown footpath between Meadow Way and Famona.

*[Having seen the Land Registry papers it looks, to me, very much as if there is a strip of land that does not belong to the home owner or SCC. Hence, there is a question mark over the exact ownership of the land where the offending vegetation is growing. I am hopeful that it will be possible to get the support of the Community to remove the offending growth. However, there will still be an expense and Cllr Byatt and I are trying to find a source of funding for a skip]*

- In addition to these meetings Cllr Byatt and I also met with SCC Development Officer to discuss several of the above.

- WDCllrs and I have also visited many of the residents who have been in touch about the various issues.

- Both our PCSO's kindly visited me one evening. Among the issues we discussed were if there were any options available to resolve any of the outstanding neighbourhood disputes.

- I also received a F. of I. request for information on my communications reference the Kirkley Stream flooding. I spent several hours checking dates of the 1 to 1 meetings I had about this, the number of emails I had written/received, and telephone calls made on this subject. These numbered in excess of 160 (of course I often sent emails to several addressees at once which considerably increased the number sent!).

Because of the large number exchanged I have offered to meet the requester to go through and explain the contents and context of these.