

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 4 November 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 Vice-Chairman welcomed Town Councillors, County Cllr Peter Byatt, District Cllr Paul Light, Youth Workers of Impact, and Members of the Public.

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

It was noted that Cllrs Alistair Mackie and Terry Fleet had resigned from the Council and that Members had elected Cllr Jill Tyler as Chairman and Cllr Julie Hall as Vice-Chairman at the Extra-ordinary TC Meeting of 21 October 2015

Town Council Members present: Vice-Chairman Julie Hall, Paul Radforth, Christine Fair, Bill Mountford, Clare Varela, and Derek Fletcher

Apologies were received noted and accepted from Cllrs Jill Tyler and Peter Tyler.

Apologies were also received from District Councilor Kathleen Grant and Jenny Cesera.

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 7 October 2015**

Approval of the Minutes of the Meeting held on 7 October 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

The Clerk was asked to obtain more details about the nuisance on educational premises mentioned in the report and to ask about rules on filming in public places where children were present.

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

See attached report

It was agreed that the agenda for the next TC Meeting would include an item to consider 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.

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

See attached report

Cllr Peter Byatt advised that the bus service 60 serving Carlton Colville was to be completely withdrawn.

A current list of bus services through Carlton Colville is available on the On Board website.

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

See attached report.

### **v) The Youth Workers**

The Impact Workers had reported antisocial behaviour at Carlton Park to the Police. They were looking into ways of establishing a teen hub and mentoring service

### **vi) The Clerk**

See attached report

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

Comments and questions were received as below:

Withdrawal of bus services.

The following was asked: With the Lowestoft Sustainable Transport Fund now ended, Carlton Colville has seen bus routes cut from 5 to 3. There are fears over the Anglian Bus Route 61 and the First Bus Route, the 111, being further reduced or cut completely. Can Carlton Colville Town Council ask for these routes to be maintained and to be regular?

It was agreed to write to SCC about this recent withdrawal of bus services in Carlton Colville, particularly in relation to the SCC policy to reduce car journeys that is implemented at schools, and it was agreed to invite SCC to attend a Town Council meeting about the reduction and withdrawal of bus services in Carlton Colville.

Carlton Colville Primary School traffic.

It was agreed to obtain an update from Gisleham PC of any progress with school traffic and to ask SCC whether the costs saved by not having the zebra crossing will be put towards improving the traffic situation. It was asked whether it was possible to have a summary of costs relating to the Carlton Colville Primary School 'Zebra Crossing' works. It was agreed that Cllrs Clare Varela and Paul Radforth would meet a local landowner about the possible use of the land beside the school.

Flooding.

Comments were received about the recent flooding meeting held at the Riverside by WDC, and the need for the section of the Kirkley Stream that passes through Carlton Colville to be monitored regularly.

It was asked whether the Flood Risk Manager at the Environmental Agency had been in contact with the Town Council about what is happening in relation to cleaning out the Kirkley Stream as he had reported he was in discussions with the Landowner. It was agreed to ask him about these discussions.

## **4 To receive an update on actions from the previous meeting 7 October 2015**

**See attached report**

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

Closure of acute adult wards at Carlton Court. A reply was received from Health East outlining reasons for this.

Parking at the School. A reply was received from SCC indicating that the solution to the parking problem would be to provide a car park but that this could only be done through a body such as the Town Council as it was against SCC policy.

Flooding Action Group. Residents wished to meet and available dates were 12 or 26 November 2015. No town councillors present were available to attend on either of those two dates.

Hanging baskets. W Norse needed to order the plants. It was agreed by all to go ahead with the order and to request a selection of hanging plants.

Locality fund money. Funds from County Cllrs Sonia Barker and Peter Byatt for two litter bins had been received.

**6 To confirm receipt of minutes from Meetings held since 7 October 2015:**

Planning Committee Meeting held on 21 October 2015, circulated  
Amenities Committee Meeting held on 21 October 2015, circulated  
Extra-ordinary Town Council Meeting held on 21 October 2015, circulated  
It was noted that Minutes had been received.

**7 To agree payments of cheques**

See attachment  
Payment for Councillor's mileage was verified and payments agreed by all being proposed and seconded by Cllrs Paul Radforth and Clare Varela.

**8 To agree arrangements for Remembrance Day Service**

These were agreed, Cllr Derek Fletcher would lay the wreath and Cllrs Christine Fair and Paul Radforth would also attend.

**9 To receive a report on the meeting between Town Council representatives and Suffolk Highways to discuss the policy for keeping pavements clear of encroaching hedges and vegetation**

The meeting for 21 October being postponed by SCC, was held instead on 28 October and was attended by Cllr Paul Radforth. It was agreed there that the Town Council would contact the landowners to explain the need to keep the hedges cut back along school routes and to suggest that a hard cut back be made from September onward and that a trim be made in February and that the hedges be trimmed further as needed to keep the hedges from impinging on the pavements. Landowners would be invited to meet with the Town Councillors. All agreed with this.

**10 To agree numbering system for agendas and minutes**

It was agreed by all to retain the current numbering system, this being proposed and seconded by Cllrs Julie Hall and Christine Fair.

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

The previous webmaster was still kindly offering to keep the website updated.  
Cllr Clare Valera had started work on the current newsletter. It was agreed to include items such as the reduction in bus services and the reply from Health East about the closure of the Carlton Hospital acute wards.

**12 Matters in abeyance and for next Meeting**

Youth facility - youth hub, emergency response document

**13 To close the Meeting**

The Meeting closed at 8.35 pm

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

TC Meeting November 2015

Payments for consideration

MG Builders Ltd council room invoice no 804 chq 1975	£18,000.00	15/10/15
MG Builders Ltd council room invoice no 805 chq 1976	£2520.00	15/10/15
HM Revenue and Customs quarterly payment chq 1977	£441.24	16/10/15
SALC 20 Copies of Good Councillor chq 1978	£42.00	4/11/15
SALC Website training chq 1979	£54.00	
W Norse quarterly cleaning of bus shelter chq 1980	£112.50	
W Norse quarterly cleaning of bus shelter chq 1981	£63.00	
Lowestoft Self Storage, council furniture removal chq 1982	£240.00	
Clerks wages for October payable 23 /10/15		21/10/15
Richardson Printing summer review newsletter chq 1984	£781.00	
Subscription Society of Local council clerks chq 1985	£149.00	
MG Builders Ltd council room invoice no 807 chq 1986	£15,000.00	21/10/15
Subscription Suffolk Preservation Society chq 1987	£25.00	
Salc Payroll service chq 1988	£50.40	
Salc budgeting workshop JT chq 1989	£30.00	
Mileage neighbourhood plan forum BM chq 1990	£33.15	

## **Carlton Colville Town Council 4 November 2015 Clerks report**

**Hedges and pavements Policy** – Following liaison with SCC about input for a Town Council policy to keep Carlton Colville pavements free of overgrown vegetation on school walking routes, SCC and Cllrs Radforth and Mountford were to meet on 28 October at 10. am. (SCC postponed from 21 October). In the end only Cllr Paul Radforth from the Council could meet SCC. No other Councillors were available that day. SCC has since provided a list of most of the landowners.

**Fly the Flag for Commonwealth Day** Advised St Peter Church and Bruno Peek that TC does not have the resources to do this and for Bruno Peek to ask another representative in Carlton Colville.

**Christmas tree** - ordered **Christmas lights**- ordered

**Resignation of Cllr Mackie as Chairman and Councillor** arranged for publicity to be removed and advertising for new Councillor

**Resignation of Cllr Fleet as a Councillor** - arranged for publicity to be removed and advertising for new Councillor

**Pensions** – contacted Pensions regulator as directed by government

**Bus route complaints** – about removal of bus service 60 to James Paget -forwarded to SCC Councillors

**Ambulance complaints** - forwarded to SCC Councillors

**NHS Consultation** – forwarded comments to SCC Cllrs about non consideration of public views that acute wards at Carlton Hospital should not be closed. On their recommendations forwarded the comments to Health East and Norfolk and Suffolk Foundation Trust

**Remembrance Day Service** - obtained details.

**Parking situation at Carlton Colville Primary School** – forwarded TC comments made at October meeting ie asked Suffolk County Council what its next step is in its plans to improve the parking situation at Carlton Colville Primary School and that Carlton Colville Town Council considers that the provision of a car park would be a sustainable solution as children are not at an age where they can just be dropped off and left. And that Carlton Colville Town Council also confirms its recommendations made in July 2015 that it sees the need for a school crossing patrol but not a zebra crossing. A reply was received that a car park was unlikely to happen unless a body like the Town Council provided one.

**Locality budget**- liaised with funding department. Payment was received of £764.28 to be spent on litter bins at play areas at Staplehurst and Wannock Close.

**Teen shelter** at Lowestoft Road – Requested that Sentinelt remove the panels.

**Flooding** - Liaised with local residents for Local Action group for Flooding about public meeting held at WDC Riverside . Arranging local meeting for group members

**Complaints received** - answered and forwarded complaints received about hedges and long grass and litter picking and parking

**Precept** – enquired about the last date for submission of request

**Meeting** – attended meeting with Cllrs Jill Tyler and Terry Fleet and Shona Bendix from Salc about the way that the Town Council is moving.

CARLTON COLVILLE TOWN COUNCIL  
POLICE REPORT FOR PERIOD  
01/10/15 – 27/10/15

There have been 14 crimes recorded for the above period

3x Assault occasioning ABH

2x Criminal damage – other

1x Possession of a controlled drug

1x Affray

1x Causing nuisance on education premises

1x Theft in dwelling

1x Theft other

1x GBH wound without intent

2x Harassment- pursue course of conduct

1x Driving motor vehicle with excess alcohol

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

**CARLTON COLVILLE TOWN COUNCIL**

**COUNCIL MEETING – Wednesday 4<sup>th</sup> November 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 SCC meeting in October 2015.**

**SCC Meetings attended by Cllr Sonia Barker & Cllr Peter Byatt since October 7<sup>th</sup> 2015:-**

- 14.10.15 Wherry Lines Community Rail Partnership at Broadland District Council Offices,  
Norwich (Cllr Byatt)
- 20.10.15: Lowestoft Rising Presentation at Pontins Focus: `MyGo` Presentation by Kevin Rodger Head of Skills SCC (Cllr Barker)
- 20.10.15: Development Control Committee at Endeavour House (Cllr Byatt)
- 22.10.15: Briefing from Matt Hullis on the Draft Interim Suffolk Flood Risk Management Partnership Kirkley Stream Flood Report (Cllrs Barker and Byatt)
- 22.10.15: Meeting with Sue Cook – Director of Children & Young People`s Services at Endeavour House Ipswich (Cllr Barker)
- 28.10.15: Eastern Inshore Fisheries and Conservation Authority Meeting at the Boathouse Business Centre, Wisbech (Cllr Byatt)
- 29.10.15: Andy Evans Chief Executive of Gt. Yarmouth & Waveney CCG presentation to Councillors at Riverside (Cllr Barker)
- 30.10.15: Meeting for residents at Riverside to comment on the Draft Interim Suffolk Flood Risk Management Partnership Kirkley Stream Flood Report (Cllrs Barker & Byatt)
- 2.11.15: Lowestoft Rising Drop In 2pm-9pm at Riverside (Cllrs Barker & Byatt)

- **Carlton Colville issues:-**
- **Highways:**

Cllr Byatt to update CCTC members on Highways issues in Carlton Colville



to Cllr Byatt to update CCTC members on the current Carlton Colville Traffic Solutions  
ease traffic chaos

Cllr Byatt to seek further information from CCTC regarding requests for bus stops

- **Locality Budget**: Cllr Barker has processed the SCC Locality Budget for two bins requested by CCTC - £800.00 (Joint Cllr Barker & Cllr Byatt spend)

**Report for Oct.: -From D Cllr Paul Light**

**WDC**

**Budget: Accounts have been signed off for 6<sup>th</sup> consecutive year without qualification showing that WDC is being well managed.**

**There is a reduction in Govt funding of several millions over the next four years!**

**Carlton Colville**

**It has been a busy and quite frustrating month trying to help residents with a number of problems that have proven extremely complex.**

**I have been contacted:**

- **over a neighbour dispute and the parking of a number of commercial vehicles on the main road. Everywhere I went I found that lots of people had tried to help and all had experienced great difficulties in finding a satisfactory resolution.**
- **Care Home costs,**
- **Meadow Way where it is now being said that the owner of the house, beside the path, may have placed their fence some 5ft inside their boundary so that the out of control vegetation could be inside the true boundary. I am now trying a different tact in trying to find practical help in clearing the area beside the path,**
- **Plans to build behind homes on Poplar Road. A decision on this will now be taken by the Development Committee. I have also requested a site visit. The application shows all access roadways being in the ownership of the applicant. I believe that the TC has definitive information those living on Poplar Rd have the right of access to this land,**
- **I attended the follow up 'flood meeting'. The Chair of the TC took notes. I have also offered to join members of the Env. Agency to identify areas around CC that have been subjected to flooding in the past,**
- **I have written to the WDC Legal Dept regarding the responsibility if an accident was to occur after residents removed their private fences that kept vehicles off a green area. This could set a precedent that would have a serious effect on Waveney's budget at a financially very difficult time.**

**Many of these have involved a number of visits to speak to residents and meetings with several WDC officers and fellow Cllrs.**

**Rosedale Surgery report, Oct. 2015**

**Two new partners have joined the practice: Drs. Okasha and Dr James.**

**In addition there are 4 more GP registrars.**

**A paramedic has also been recruited to work alongside the medical team. This is very good when there are still surgeries unable to find Drs.**

**It is likely there will be an upsurge in demand with the recent closure of the two surgeries.**

**The surgery Patient Group Committee was concern by the number of cars parking alongside the south-side of the access drive to the car park. These could be a possible hazard to cars entering the car park.**

REPORT FROM THE EAST ANGLIA TRANSPORT MUSEUM  
OCTOBER 2015

At the time of writing this report the main museum season is drawing to an end with the Halloween event on 31 October. This is a new venture for the museum. The response to the Autumn Gala Weekend was encouraging.

We will soon be collating the replies to our visitor survey. In November we will decide on opening days, opening hours and our event programme for 2016.

Preparations are underway for Santa Trams. The time commitment from volunteers both in preparing for and during the three weekends is enormous. Some volunteers travel a distance and stay overnight to help.

Work is progressing on various restoration projects and updates are on our Facebook page.