

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF TOWN COUNCIL MEETING

Minutes of the Carlton Colville Town Council Meeting held on **Wednesday 1 July 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

Cllr Jill Tyler chaired the Meeting in the absence of Cllr Alistair Mackie
The Chairman welcomed Town Councillors, District Cllr Jenny Cesera, and Youth Workers of Impact, and the representative of the East Anglia Transport Museum and Members of the Public.

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

Town Council Members present: Vice-Chairman Jill Tyler, Paul Radforth, Christine Fair, Peter Tyler, Clare Varela, and Terry Fleet.

Apologies were received noted and accepted from Cllrs Bill Mountford, Alistair Mackie and Julie Hall.

Apologies were also received from District Councillor Paul Light and County Cllr Sonia Barker.

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 3 June 2015

Approval of Minutes of the Meeting held on 13 May was proposed and seconded by Cllrs Paul Radforth and Christine Fair and were 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 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) Suffolk County Councillors

See attached report from County Cllr Sonia Barker

ii) East Anglia Transport Museum

See attached report

iii) Carlton Colville Youth Council

The Youth survey results indicated a need for a youth club and it was noted that a Youth meeting would be taking place the following week with Cllr Jill Tyler on behalf of the Town Council and with Impact and local youths. See report from Impact below for further details

iv) Impact Youth Workers

See attached report

There was discussion about the following:

a) The need for a youth club

b) Problems at the following play areas:

Carlton Colville Community Centre grounds - It was reported that the area behind the football cage was full of rubbish. Members asked Impact Youth Workers to request the users to put rubbish in the bin provided.

The Skateboard Park at Carlton Meadow Park - The teen shelter was full of rubbish. The Impact Youth workers suggested that a bin should be provided there. WDC was reluctant to provide a bin as the previous bin had been burnt out. Cllr Terry Fleet proposed that the Town Council provide a bin and it was agreed to discuss this at the next Amenities Meeting. Also the graffiti at the teen shelter was becoming worse. The police had previously proposed providing anti-graffiti paint and it was agreed to ask them for this. Furthermore it was suggested that the current users of the teen shelter take some ownership of the shelter and paint it with the anti-graffiti paint.

v)The Clerk

See attached report

3B to receive questions from the Public

A resident asked about a previous request that had been made for a bench at the Open Space between Elmdale Drive and Ninfield Close. Members advised that on advice from W Norse about this possibly resulting in anti-social behaviour, the Council had agreed not to provide a bench here. It was agreed to revisit this decision at the next Amenities Meeting. Members were informed that it appears that grass cutting is not regularly done at this site. It was agreed to report this. Resident advised that a large hebe bush on Crowhurst Close needs to be cut back as it is taking up space on the pavement. It was agreed to report this.

4 To receive an update on actions from the previous meeting 3 June 2015:

Community Led Plan/ Neighbourhood Plan Working Group meeting arranged for 14 July at Bloodmoor Hill Community Centre.

Members comments forwarded to SCC re proposals for traffic improvement at Carlton Colville Primary School.

Bank statements received from Santander for balances at end of 2014 and 2015.

Accounts for year ended 31 March 2015 forwarded to the internal auditor.

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

WDC

WDC Play Partnership Meeting to be held on Wednesday 22 July at 10.30 at Water Lane Leisure Centre. Jack Geen from Carlton Colville Community Centre asked for his apologies to be forwarded.

WDC Planning workshops to be held in coming weeks. Members had booked places. It was agreed by all that Members attending training courses should give a brief synopsis of information received from training sessions and for this to be an agenda item.

Community Action Suffolk information about Members log in area received.

Enquiries from residents about vacancies for positions of Town Councillor received

Complaints about overgrown bushes at Ribblesdale received – these complaints reported to WDC and have now been attended to

Requests for hedges to be cut at Rushmere Road and The Street, these requests forwarded to W Norse and SCC. It was agreed that SCC should be asked to liaise continually with the land owner in order that the hedge be kept cut back and that it be suggested that keeping hedges cut back be part of the school traffic safety proposals.

Complaints about increasing numbers of foxes and killing of chickens – these complaints reported to WDC

6 To confirm receipt of minutes from Meetings held since 3 June 2015:

Planning Committee Meeting held on 17 June 2015, circulated

Amenities Committee Meeting held on 17 June 2015, circulated

Finance and Personnel Meeting 30 June 2015, to be circulated

7 To agree payments of cheques

These were agreed by all and would be signed after the Meeting had closed.
See attachment

8 To receive current insurance documents, circulated

These were circulated. Insurance had been updated.

9 To receive and comment on proposals for a standard zebra crossing for the traffic at Carlton Colville Primary School

It was proposed and seconded by Cllrs Terry Fleet and Paul Radforth and agreed by all Members to reject a zebra crossing because of the following reasons:
There is no evidence to show that a zebra crossing is safer than a school crossing patrol. A school crossing patrol would be needed anyway in addition to the zebra crossing as this is safer and controls traffic flow at school times. Residents were of the opinion that the zebra crossing would worsen the parking situation.
The money saved by not having a zebra crossing should be used towards the next stage of the proposals to remedy the traffic and car parking problems.
It was agreed that at the next Town Council Meeting there should be an agenda item for a 15 minute workshop for a plan of action for improvement for the traffic situation.

10 To agree arrangements for Town Council surgery at Morrisons on Saturday 1 August

The question was asked about why Members were holding a surgery in a supermarket in Gisleham. The reply was that Carlton Colville residents shop there. It was agreed to ask Gisleham Parish Council if there were any objections. Cllrs Jill Tyler and Peter Tyler and Paul Radforth agreed to attend. The surgery would start at 10.00 am.

11 To receive update on Bloodmoor Hill Community Association’s Community Centre

No update was received. It was agreed to remove this topic as a standard item from future agendas.

12 To receive update on the use of the redundant school buildings at Hall Road – this use being for a new Pupil Referral Unit.

As agreed, Cllrs Jill Tyler and Paul Radforth visited the Unit on 15 June 2015. Notes on the visit have been written and circulated by Cllr Jill Tyler.
It was agreed by all to invite the head of the referral unit to give a short presentation at a Town Council Meeting later in the year in October or November.

13 To receive update on newsletter and website

The newsletter had been printed. Members thanked the resident who had helped with distribution. The previous webmaster was still kindly offering to keep the website updated. It was agreed to contact organisations for input for the next newsletter due out in August. Cllr Claire Varela agreed to edit the next Newsletter and Members thanked her for very successfully editing the previous newsletter.

14 Matters in abeyance and for next Meeting

Boundary registration, school buildings at Hall Road, report on changes in NHS,

15 To close the Meeting

There being no further business, the Meeting closed at 8.30pm.

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

TC Meeting, July 2015

Payments for consideration

| | | |
|---|---------|--|
| Clerks wages for June 2015 chq 1950 | | |
| HMRC tax and NIC for April May and June 2015 chq 1951 | £441.04 | |
| Hire of Hall Methodist Church April to August 2015 chq 1952 | £135.00 | |
| Richardson Printing for spring newsletter chq 1953 | £781.00 | |
| Hire of Hall BHCA invoice M572 chq 1954 | £8.50 | |
| WDC election costs chq 1955 | £217.92 | |
| Water bill for allotments chq 1956 | £36.01 | |

Carlton Colville Town Council 1 July 2015 Clerks report

Actions since 3 June included:

Allotments- Issued letter from Council to allotment holder that has not used allotment

Accounts – prepared associated information for 2014/2015 accounts for internal auditor and arranged submission to internal auditor

School traffic - forwarded Members comments to SCC re school traffic proposals

Hedges - Liaised with public and WDC and SCC about hedges

Foxes - Liaised with public and WDC and SCC about foxes

Rubbish Bin at Hollow Grove Way - Liaised with public and WDC about rubbish bin at Hollow Grove Way. The smell from the bin is a nuisance to residents and so requested that the bin be removed (as residents asked) and for this to be used to replace the broken bin at Chapel Road.

Pension legal requirements - Registered Council with Pensions regulator, contacted SCC for information about SCC pension scheme.

Website – Forwarded information to webmaster

Financial Risk assessment - this took place with Clerk and Cllr Christine Fair on 9 June

CARLTON COLVILLE TOWN COUNCIL

POLICE REPORT FOR PERIOD

28/05/15 – 01/07/15

There have been 24 crimes recorded for the above period

2x Assault occasioning ABH

2x Criminal damage – other

1x Criminal damage – vehicle

3X Criminal damage dwelling

1x Burglary other building

1x Burglary dwelling

2x Possession class B drug

4x Common assault (no injury)

3x Fear of provocation of violence sect 4

1x Malicious communication

1x Cause intentional harassment, alarm, distress

1x Harassment – pursue course of conduct

2x Theft from motor vehicle

REPORT FROM THE EAST ANGLIA TRANSPORT MUSEUM
JUNE 2015

Since opening at the beginning of April the number of visitors has been very good. This is encouraging news. Many visitors in June were off peak season holidaymakers.

Work is ongoing to provide a taxi garage and showroom from the former generator house and regular visitors have been able to see the progress in this project.

On 20 and 21 June the Lowestoft District and Pye Amateur Radio Club visited the museum for "Museums on the Air" and reported the atmospheric conditions were affecting transmissions.

The 50th Anniversary of the Museum weekend on 04 and 05 July will include courtesy buses to both Lowestoft and Beccles. For many years our first 25 years of achievements have been listed on a commemorative board in the café. A second board, listing the events of the second quarter of a century in traditional sign writing, has recently been installed.

CARLTON COLVILLE TOWN COUNCIL

COUNCIL MEETING – WEDNESDAY 1st July, 2015

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

Suffolk County Councillors for the Pakefield Division which includes
Carlton Colville

1. Suffolk County Council matters:-

SCC Meetings attended by Cllr Sonia Barker:-

- 1. 9.6.15: SCC Development Control Meeting at Endeavour House, Ipswich:** Cllr Barker spoke for 5 Minutes on the issue of the process undertaken by SCC Planning Dept on the notification and placing of temporary portacabins on the Pakefield High School site. Cllr Barker received an apology from the Chair who would write to the resident who was concerned about the SCC Planning process and the planning monitoring officer would ensure that the windows from the portacabins backing onto properties were treated with obscuring film.

- 2. 11.6.15: Education & Children`s Services Scrutiny Committee at Endeavour House, Ipswich:**

Various witnesses were called to give evidence on the following agenda items: Safeguarding, Looked After Children – Corporate Parenting (adoption & fostering).

- 3. 12.6.15: SACRE (Standing Advisory Committee for Religious Education) Landmark House, Ipswich:**

Various representatives (HoD who teach RE from schools and representatives from faith communities) across Suffolk meet three times a year to discuss the teaching of RE in Suffolk schools.

Carlton Colville Issues:-

- 1. Carlton Colville CP School:** Cllr Sonia Barker has copied in the Clerk and the Chair and Vice Chair of the Carlton Colville Town Council as she has communicated with SCC officers concerned with the proposed improvements to the Carlton Colville Primary School environs and local roads which were planned to start in the summer holidays however due to objections from local residents this will now be delayed until the proposals have gone to the Rights of Way Committee in September, 2015. Cllr Barker also `flagged up` to the SCC Road Safety Officer concerns raised at the last CCTC meeting regarding the provision of a zebra crossing and the related speed hump which

was planned in Rushmere Road. She was informed that the School Crossing Patrol Officer would be retained once the zebra crossing was put in place.

2. **SCC Highways:-** Cllr Barker met with the SCC Highways officer on the 19.6.15 to check on the current position with regard to various Carlton Colville Highways concerns as follows:-

- **Carlton Cross:** - a SCC consultation process was undertaken and the majority of respondents who replied were against parking restrictions.
- **Short Lane:** - a SCC Consultation process was undertaken and the majority of respondents who replied were against parking restrictions.
- **Chapel Lane:** a SCC revised consultation is currently being undertaken
- **Rounces Lane:** - SCC Highways have said that due to being a Bus Route suggested changes cannot be undertaken.
- **Deepdale/ Long Beach Drive corner:** SCC Highways Engineer visited this area of concern and noted that there is enough space for a bus to negotiate Deepdale Road.
- **Deepdale/Harrop Dale:** A consultation with regard to this area of Concern to do with parking is to be undertaken.
- **Rectory Road:-** The SCC Highways Engineer will look into ways of the St.Peter`s Road/Rectory Road junction including the bollards and island.
- **A146 Roadabout improvements:** This is to be started from the 26.6.15 for two nights to improve the junction as I previously reported.

3. **Future Use of the `old` CC Primary school:** Cllr Sonia Barker having arranged for a joint meeting of the CCTC with Georgina Green SCC County Manager: Social Inclusion and Judith Sherington, Head of the Attic on the 15th June, 2015 was unable to attend due to the after effects of dental work. The meeting was convened to discuss the use of the `old` Carlton Colville Primary School as an Assessment Centre for KS3 & KS4 pupils. Cllr Tyler took notes of the meeting and has circulated them to CCTC members and Cllr Barker.

Any other questions that arise from the meeting please email.

Svb 24.6.15

1. **Carlton Colville Primary School - feasibility solutions to the road safety concerns:** –

Cllr Barker attended the meeting with other Carlton Colville and Gisleham community representatives (including CCTC Councillors) on the 26.1.15 where two traffic solutions were tabled with plans and costings.

Other suggestions to the continued traffic congestions were also made concerning the use of the closed `free` school former play area and car park which would also be looked into by SCC representatives. The two plans were agreed as a way of working towards alleviating the traffic chaos outside the school with one or two amendments. The work to be undertaken will involve the creation of a new pavement of 120 metres on the south (school side of the verge) outside the school grounds to increase the safety of parents and children being dropped off by car or walking to school. In addition two gates (the design to be determined) will be fitted at the two school gate openings onto the road to further increase pupil safety. The creation of the new pathway will involve removing trees and shrubs and improving the drainage.

The other safety solution is a new zebra crossing and improved pavement area in Rushmere Road (near to where the current School Crossing Patrol is located).

Cllr Barker welcomed these two improvements and will be keeping a close eye on the progress of the work once it begins. The grubbing out of the existing trees should start in February, 2015.

Total cost of the scheme is £150,000 with some funding coming from County Councillors Barker, Byatt and Ladd. It is hoped that the scheme will be scheduled for the school summer holidays.

SVB 29.1.15