



Minutes of Town Council Meeting on **Wednesday 3<sup>rd</sup> January 2018** at the **Methodist Church Hall, Lowestoft Road, Carlton Colville**. The Meeting started at **7.00 pm**

MINUTES

1.	<p>a) <b>To note Members present and to receive, note and accept apologies for absence</b>  Present: Chairman Julie Hall, Councillors Jill Tyler, Paul Light, Jason Rodwell, Darren Winchester, Christine Fair, Paul Radforth, Michael Leedham, Clare Varella  Absent: Derek Fletcher no apologies received  Ian Castro - IMPACT</p> <p>b) <b>To receive any declarations of interest regarding the agenda</b>  None received</p> <p>c) To consider applications for dispensation</p>
2.	<p><b>To approve and sign the Minutes of the Town Council Meeting held on 6<sup>th</sup> December 2017</b></p> <p>It was RESOLVED by all to agree that they were a true record</p>
3	<p>Public participation</p> <p><b><i>The purpose of the meeting is for Councillors to discuss Town Council business 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.</i></b></p> <p>3a. To receive reports from</p> <ul style="list-style-type: none"> <li>i. Suffolk County Councillors</li> <li>ii. Waveney district Councillor  Surgery concerns about flooding 03457 145 145 Anglian Water to be contacted. Flooding on the Street and Peacock Close. Caravan on Poplar Road gone. Soil in Poplar Road dealt with by WDC and will be returned to the site issues with who owns the land between Poplar and Ullswater. Car sales Elm Tree layby written to SCC's very distracting when driving and takes trade from the shops a limited wait time has been requested. Clerk to write to Suffolk Highways to request restrictions copy in SCC's. Academy school fence contractor has written to the members of public who live in the area and a meeting will be called. Graham Davidson written to about the summer fete but no response. Clerk to write to planning department about Poplar Road development and dumping of soil under Highway Act 1980.</li> <li>iii. Patients Participation Group at Rosedale Surgery  Committee meeting Tuesday 9<sup>th</sup> January 2018 nothing to report</li> <li>iv. Impact Detached Youth  Not out at the moment</li> <li>v. East Anglia Transport Museum  Not here</li> </ul> <p>3b. To receive questions from the Public  No update on School Parking from SCC</p>
4.	<p><b>To receive an update on actions from the previous meeting 6<sup>th</sup> December 2017</b></p> <ul style="list-style-type: none"> <li>a. Emergency plan update on volunteers</li> <li>b. Defibrillator update – Carlton Manor and Suffolk Wildlife had been contacted to collect defibrillators and both had maintenance men that could install them. The new vicar had been contacted about getting the electrician to finish off the church one.</li> </ul>
5.	<p><b>To receive and note correspondence not discussed elsewhere on the agenda</b></p> <ul style="list-style-type: none"> <li>a. Thank you letter from D.I.A.L. for the donation</li> <li>b. Haydens had been contacted about tidying up land</li> </ul>



	c. Letter sent to Paul Hubbard re Short Lane clear up
6.	<b>To confirm receipt of Minutes from Meetings held since 6<sup>th</sup> December 2017</b> Planning Meeting 20 <sup>th</sup> December
7.	<b>To agree payments to be made</b>  10 cheques for £3283.07 were agreed and 1 direct debit for £62.64 It was RESOLVED by all to agree all payments November's banks statements and reconciliation were agreed and signed
8.	<b>To discuss writing to the school to request funds towards car park at community centre repairs</b>  Town Council to write as well as Carlton Community Centre to the school
9.	<b>To propose enlisting a local architect to discuss plans for a Community Hub</b>  Requested a meeting with Desi Reed Planning policy officer what we need to do and what support of expertise they would give us and if we can sanction it.
10.	<b>To discuss Community Infrastructure Levy (CIL) funds received and decide how to spend them</b>  It was RESOLVED by all to use £18356.37 for shortfall on Skate park if required
11.	<b>To agree a new bin on the wild life walk at Carlton Meadow park</b>  It was RESOLVED to purchase a new black multi purpose standing bin
12.	<b>To update Councillors on Skate park meeting held 22<sup>nd</sup> December 2017</b>  Now in process of awarding. Meeting with the youth to get final tweaks. Funding from Tesco, Ian and Sentinal, ask SCC about locality budget now only £20K short. Environmental health involved with the bund removal as concerns about sound. Town Council will guarantee the shortfall. It was RESOLVED by all to make up the shortfall from reserves if necessary but if funding is received from elsewhere then the funds will be re allocated.
13.	<b>To discuss Church Lane development update and propose a drone to take photos of developments in the area</b>  Response been put back in again on updated plans. A quote of £150 had been received to have a drone take photos of the area. It was RESOLVED by all to agree this
14.	<b>To discuss speedwatch for the area</b>  Clerk to ask Wrentham parish clerk about speeding signage and costs
15.	<b>To discuss newsletter production and who is doing this</b>  Claire and Clerk to take forward w/c 8 <sup>th</sup> January 2018 flooding article to be included again any ideas or articles to myself by 7 <sup>th</sup> January 2018
16.	<b>To record that the Internal Control had taken place</b>  Christine Fairs comments were noted after completion of the internal control and it was sent to all to read.
17.	<b>To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda</b>  Data Protection and who will be the officer Allotment update – clerk to check with allotment holders that all is well
	<b>To close the meeting</b> Meeting closed at 9.00 pm

Signed..... Date.....