



**Carlton Colville Town Council meeting  
Methodist Church Hall, Lowestoft Road, Carlton Colville  
Wednesday 3<sup>rd</sup> April 2019**

The meeting started at 7 pm

**MINUTES**

**(It was noted that the wrong date had been posted on the agenda Wednesday 2<sup>nd</sup> April 2019 instead of Wednesday 3<sup>rd</sup> April 2019)**

1. Present: Chairman Julie Hall, Councillors Jill Tyler, Jason Rodwell, Derek Fletcher, Ryan Williams, Paul Light, Clare Varela, Christine Fair, Paul Radforth  
Suffolk County Councillors Craig Rivett, Melanie Vigo DiGallidoro  
David Peek – Allotment Chairman  
IMPACT detached Youth – Laura Benterman, Ian Castro  
Members of the public – 3  
Apologies: Councillor Darren Winchester, Tim Major (Transport Museum)
2. To receive any declarations of interest regarding the agenda  
Chair Julie Hall declared that item 15 Fortress Road planning – the family were friends of hers.
3. To consider applications for dispensation  
The above declaration was a non-pecuniary interest and Chair Julie Hall was able to stay during the discussion
4. To approve and sign the minutes of the Town Council meeting 6<sup>th</sup> March 2019  
It was RESOLVED by all that these were an accurate record and were signed
5. To receive reports from the following:  
**NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.**
  - a. Suffolk County Councillors – Recycling centre from beginning April 9 – 5 pm and Thursdays until 7 pm. Beccles & Stowmarket 2019 woman's tour hosts. Hollow Grove crossing being chased up. Letter of complaint about verges dug up by Gas Company. Town Council aware and will monitor if becomes more of a problem.
  - b. Waveney District Councillors – Report had been distributed. Meadow Way new bungalow has problem with the water system as suspected. Proposal to put on school time changes on next months agenda
  - c. Patients Participation Group at Rosedale Surgery – Report had been distributed
  - d. IMPACT Detached Youth – problem with a bus shelter on Lowestoft Road and Rosedale Gardens shops/doctors to check
  - e. East Anglia Transport Museum – Tim not present

f. Allotments – Allotment had a meeting but no issues with bee keeping as long as adequate and proper training given. Going well at the School.

6. Public participation

***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 public questions. During this time, residents can put questions to the Chairman regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.***

Member of the public put in a freedom of information request to James Paget to find out more about who has bought the Lowestoft hospital  
Councillor Rivett gave an update on flood defences in Lowestoft

7. To receive an update on actions from the previous meeting 6<sup>th</sup> March 2019  
Any actions are now an agenda item
8. To receive and note correspondence not discussed elsewhere on the agenda
  - a. Locality form filled in for grant from Councillor Rivett for gym equipment which will be in situ by the end of April
  - b. Walking football moving to community centre from Friday 5<sup>th</sup> April 3 – 4 pm
  - c. Thank you for donation from Transport Museum
  - d. Waveney Local Plan adoption
9. To confirm receipt of minutes from meetings held since 6<sup>th</sup> March 2019  
None held
10. To agree payments to be made for March 2019  
List to be circulated prior to meeting  
It was RESOLVED by all to pay all 9 cheques totalling £5058.91 and 1 direct debit of £70.70  
March's bank statement and reconciliation to be signed – Bank statement had not been received as yet - to be signed off in May with end of year accounts.  
Final year spend v budget was circulated
11. To further discuss and consider the request to keep bees on the allotments at Borrow Close  
No decision to be made until the person has completed the basic keeping course and everything required alongside a town council policy. Clerk to draft Bee Keeping policy.  
It was RESOLVED by all that a maximum number of 2 bee hives be sited on the total allotment area in Borrow Close and that a policy should be drawn up to include this.
12. To update Town Council on Neighbourhood plan meeting  
Questionnaire ready to go for design to Graphic Solutions
13. To consider the request from a member of public for a bus shelter and raised kerb on Rectory Road Bus stop  
Clerk to write to First Bus and Border Bus and find out if it is an official bus stop left hand side of the Road.
14. To consider a replacement bin for Aveling Way and provide the Town Council with the preferred option for any replacement bins

It was RESOLVED by all to replace the bin in Aveling Way with a Glasdon Jubilee 110 Litter Bin which will be the Town Councils preferred bins from now on.

15. To consider the following Planning Applications (response needed before next scheduled planning meeting)

Application: DC/19/0975/FUL

Proposal: Construction of a single storey rear extension plus small increase to bedroom and Utility room

Address: Hayward Lodge, Fairhead Loke

Recommendation: It was RESOLVED by all to Approve

Application: DC/19/0996/FUL

Proposal: Construction of a single rear storey extension

Address: 4 Copper Beech Drive

Recommendation: It was RESOLVED by all to Approve

Application: DC/19/1167/LBC

Proposal: Construction of a single storey extension to provide a preparation area for the kitchen

Address: Carlton Hall Residential Home

Recommendation: It was RESOLVED by all to Approve as long as it is compliant with all regulations for listed buildings

Application: DC/19/1174/FUL

Proposal: Construction of first floor extension (side) and internal alterations

Address: 15 Fortress Road

Recommendation: It was RESOLVED by all to Approve

16. To discuss content for newsletter

School Lottery to be put in

Gym equipment pictures

WW1 bench pictures in situ

17. To report back on joint visit with Oulton Parish Council at the Woods Meadow development

Visit made by Councillors and clerk. Very soulless and no character apart from at the very front of the development. A good walk round and lessons to be taken away. Oulton Parish Council very helpful and will assist going forward. When section 106 document comes out ensure that it is read thoroughly.

18. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda

Look at defibrillator at Carlton Manor to be moved

19. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential and commercially sensitive nature of the business to be discussed.

The public left at 8.40 pm the subsequent meeting closed at 9.05 pm