



**Carlton Colville Town Council meeting
Methodist Church Hall, Lowestoft Road, Carlton Colville
Wednesday 2nd January 2019**

The meeting started at 7.00 pm

MINUTES

1. **Present:** Chairman Julie Hall, Councillors, Paul Radforth, Derek Fletcher, Christine Fair, Ryan Williams, , Paul Light, Darren Winchester (7.08 pm), Clare Varella
Suffolk County Councillors Melanie Vigo di Gallidoro,
Members of the public – 4
Apologies: Vice Chair Jill Tyler, Jason Rodwell
2. **To receive any declarations of interest regarding the agenda**
Ryan Williams item 11 – knows the Charity personally
3. **To consider applications for dispensation**
It was agreed that this was a Non pecuniary interest and he would be allowed to stay for this item
4. **To approve and sign the minutes of the Town Council meeting 5th December 2018**
It was RESOLVED by all that these were a true and 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 – Carlton Colville Primary School car park update read. Councillor Vigo di Gallidoro congratulated Carlton Colville Town Council on how much they had achieved in the last year and how professionally and slick it was run.
 - b. Waveney District Councillors – Report was circulated received from Cllr Light
 - c. Patients Participation Group at Rosedale Surgery – next meeting 22nd January 2019
 - d. IMPACT Detached Youth – not present but will be getting in contact about someone interested in being on a Youth Council
 - e. East Anglia Transport Museum – Successful Christmas/New Year period
 - f. Allotments – not present
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.
Matters raised
Primary School Car Park – what if there is an objection by Sport England? – An objection is likely but car park is needed.

Resurface Gisleham Road – was a waste of money as it has already broken up – SCC to investigate

Lowestoft Hospital – Purchaser has a built in non-development clause for 10 years

Double yellow lines around the school are being breached is there anything that can be done? Clerk to write to Inspector Casey about PCSO's patrolling at drop off times

Gateway to hope – a place for homeless to go during the day especially in the cold weather

7. **To receive an update on actions from the previous meeting 5th December 2018**
 - a. Clerk attended a clerks meeting and discussed online banking. It was suggested that Barclays offer the service we are looking for but to hold off switching until after the elections.
 - b. Winner of the Christmas lights to be announced in the next newsletter
 - c. Clerk issued map of parish areas to be walked by councillors
 - d. Commemorative benches to be installed early 2019 weather dependant
 - e. Clerk wrote to Wimpey and had a response to say they were looking into legal advice re Poplar Road
 - f. Allotment notice board sign had been agreed – to be printed and issued at meeting
 - g. Bin now in place at new bus shelter Beccles Road
8. **To receive and note correspondence not discussed elsewhere on the agenda**
 - a. Grant received from Suffolk Police and Crime Commissioner
 - b. Suffolk Constabulary initiative "1st Principle"
9. **To confirm receipt of minutes from meetings held since 5th December 2018**

Planning committee 19th December 2018
10. **To agree payments to be made for December 2018**

It was RESOLVED by all that all 6 cheques totalling £2441.22 & 2 direct debits for £160.37 would be paid as per circulated list
£2000 had been received from SCC's Locality budget towards Skate Park
Novembers bank statement and reconciliation was checked and signed
Latest spend v budget was circulated
11. **To consider a request for a donation to 'Ollie's Heroes'**

Carried forward from December 2018. Clerk now has obtained accounts and more information on the charity.
It was proposed by Councillor Fair, Seconded by Councillor Radforth and agreed by all to make a £500 donation. Clerk to draw a cheque for next months meeting
12. **To update Town Council on Neighbourhood plan meeting**

Councillor Radforth reported that this was now moving forward. The chair and vice chair had been elected and a small group was working on generating a proposal for the questionnaire to go out to public consultation. Next meeting Wednesday 23rd January 2019.
13. **To confirm that the Internal Financial Controls had been audited by Councillor Fair**

This was signed and no issues to take forward
14. **To appoint 2018/2019 Internal Auditor**

It was RESOLVED by all to use SALC for the Internal Audit. Clerk to book this in.

15. **To note change of meeting date and venue for June 2019 meeting**
Meeting will be Monday 3rd June 2019 at the Carlton Colville Town Council office as long as there is no contentious issues.
16. **To suggest speakers for Annual meeting of the Parish 1st May 2019**
Tim Major of the Transport Museum to ask about a speaker from there
17. **To discuss content for newsletter**
Gather reports at next Community Engagement meeting on Tuesday 8th January.
18. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**
Donation to Transport Museum
19. **To close the meeting**
Meeting closed at 8.10 pm

Signed Date.....

DRAFT