



Minutes of Carlton Colville Town Council On-Line via Zoom meeting on Wednesday 7th October 2020

The meeting started at 7.00 pm

MINUTES

1. To Note Members Present and to receive, note and accept apologies for absence
Present: Julie Hall Chair, Jill Tyler Vice Chair, Chris Thomas, Clare Varela, Christine Fair, Ryan Williams, Derek Fletcher, Adam Robertson (19.45 after attending meeting with MP)
Suffolk County Councillors Melanie Vigo DiGallidoro, Craig Rivett,
East Anglia Transport Museum: Tim Major
IMPACT Detached Youth: Ian Castro
Allotment Chair: David Peek
Members of Public: 2
Apologies: Paul Radforth
2. To receive any declarations of interest regarding the agenda
None
3. To consider applications for dispensation
N/A
4. To agree and sign the minutes of the meeting of 2nd September – (to be dropped at the Chairman's in advance of the meeting along with the payments)
It was RESOLVED by all that these were true and accurate and were duly 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
The speed bump complaint at Airedale had been visited and reported but will be low priority. A fund had been set up for Electric Charging points which the town council may wish to consider. Boundary commission have set about changes which could see a reduction in councillors from 75 to 70 in Suffolk including single member wards which would affect Carlton Colville. If anyone needs help with key workers requiring more street lighting for early starts please contact Melanie Vigo DiGallidoro.
Chris Thomas asked a question about what was to be done about the continued flooding in Carlton Colville. SCC replied that all incidents need to be reported to build up a picture. Clerk to put piece in next newsletter to remind residents. Flooding to go on next month's agenda.
 - b. East Suffolk Councillors
Craig Rivett had spoken to Kerry Blair about obtaining an investment programme for Carlton Colville Play areas. Ranville dog walking area just seeking information at this

time. Chris Thomas reminded Craig Rivett about the need for Social Distancing signs in Carlton Meadow Park.

- c. Patients Participation Group at Rosedale Surgery
No update
 - d. IMPACT Detached Youth
Still out and about engaging particularly at Dale End area. Have checked Carlton Meadow park for drugs paraphernalia but none found.
 - e. East Anglia Transport Museum
Museum continues to open 2 days a week. Tim had a conversation with clerk about a long standing issue with flooding on footpath in Hedley Lane and clerk had reported to Suffolk Highways. The museum is still trying to overcome surface water discharge issues but struggling to get someone to take responsibility for this – Craig offered to facilitate a meeting to assist.
 - f. Allotments
A new tenant had taken over the 3 raised beds previously used by the Scouts with the view to when a plot becomes free they will get first refusal. School continues. Derek Fletcher to do inspection with David of the allotment plots Sat 10th October. There was a discussion the siting position of the Friendly Bench and it was decided to bring back to next month's meeting.
 - g. Carlton Colville Community Centre
Clare Varela and Christine Fair had attended the monthly meeting and sent a report which had been circulated. They had offered assistance to try and make some of the tasks less onerous for the committee volunteers for example an online booking systems and automatic entry
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.
A member of the public questioned the District and SSC's on the issues still remaining around the new car park at Carlton Colville Primary School – a meeting is to be held 8th October 2020 and will be reported back.
7. To agree payments for September 2020. List to be circulated prior to meeting
It was RESOLVED by all to pay the 10 cheques totalling £6845.42 and 1 direct debit £58.30
Spend v budget circulated
Bank Statements for August and September were signed
2nd half of precept from East Suffolk Council received £28,811.03
8. To discuss options for the local Scout Group – Stephen Hart to attend – not present
9. Governance:
- a) To review Insurance policy and ensure that all guidelines for adequate cover for Public Liability, Employers liability and Fidelity cover are met.
It was agreed that the insurance policy covered all requirements
 - b) To review Asset Register
It was agreed to put this as agenda item to agree in November
 - c) To note that NALC Financial Regulations 2019 had no change since the last review and will continue to be followed.

10. To record the conclusion of the Annual Governance and Accountability Return (AGAR) for year ended 31 March 2020 – report from external auditor PKF Littlejohn LLP
It was reported that Sections 1 & 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirement have not been met. The Notice of conclusion of audit had been posted.
11. To update the Council on the potential for a Road Crossing point at Beccles Road to Suffolk Wildlife trust
A meeting had taken place with Sarah Lineham, Craig Rivett and Jill Tyler to discuss the possibility of the crossing point and Craig Rivett was going to obtain costings and buy in from SCC. The neighbourhood plan could only suggest or recommend things in the area proposed for the plan which this fell out with, so would recommend one within the boundary further along Beccles Road but the town council would continue to support both suggestions in the hope that something gets provided to support a safe route to the marshes.
12. To discuss Remembrance Day
It was decided that Derek Fletcher would lay a wreath at the village sign at Rectory Road.
13. To agree a new policy for the Carlton Colville Community Centre
It was proposed by Jill Tyler, and Seconded by Julie Hall and resolved by all to agree this policy subject to the minor changes discussed.
14. To update the Council on the green space and play area visits including the police, district council, East Suffolk Norse and communities team and consider the replacement/refurbishment of equipment– Public Health Act 1875, s.164
A report had been circulated to inform Councillors of the outcome of the walk round. The most important information needed to come from ESC who own the land and needed to provide a plan of works of investment then the town council could help to deliver good quality play equipment for the community by setting aside a budget for this. Chris Thomas was very keen to see the Friends of Carlton Meadow Park get underway and the clerk had spoken with Jo McCallum ESC communities on this.
15. To receive an update on the Graylings Community Garden
David Peek and a member of the public had visited the site in Kessingland. David thought it looked in need of some attention maybe due to a lack of volunteers which is a concern. Greener Growth were prepared to do a presentation to the town council but before this could happen the clerk needed to write to Craig Rivett at ESC to obtain permission for the land which was in their ownership to be transferred to the town council or for a community garden/orchard to be created there.
16. To discuss meeting with new Head teacher of Everitt Academy following more complaints about behaviour from local residents.
A meeting with Jill Tyler, the Executive Head and the Chair of Governors had taken place in the absence of the new head teacher. A plan of things to improve was in place. More school governors were required and a piece on this requirement and an intro to the new head teacher had been requested for the newsletter. Half Termly meetings were agreed to monitor complaints both to the town council and the school directly. Children at this school were not there for a temporary measure but to complete their education to age 16.

17. To consider whether the Town Council wished to provide a written response about the Planning White Paper – Planning for the future
It was agreed that the clerk would submit a response that included the concern for loss of local democracy and the use of an algorithm to understand the need for the amount of houses in the area. The question of land banking was also raised when potentially there is demand for more housing to be built. The Neighbourhood plan chair had also submitted a response to the local MP.

18. To review the anti-social behaviour and any complaints arising from the brick built bus shelter in Lowestoft Road
Ian reported that since he had spoken to a group that were using this then the problems seem to have dissipated and no more complaints had been received.

19. To consider the following planning application:
Planning Application: DC/20/3575/FUL
Proposal: Enlarge existing garage and install retractable bollards
Address: 21 Bloomfield Way
Recommendation: It was RESOLVED by all to Approve

Planning Application: DC/3435/FUL
Proposal: Conversion of Barns to Six Dwellings
Address: Rookery Park Golf Club
Recommendation: It was RESOLVED by all to approve subject to note on no access on path for pedestrians and cyclists

Planning Application: DC/20/3787/FUL
Proposal: Replace roof structure with new raised height 'Room in the Roof' to permit loft conversion
Address: 334 Beccles Road
Recommendation: It was RESOLVED by all to Approve

20. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda
Adam Robertson gave a brief overview of meeting attended with MP Peter Aldous

21. To close the meeting
Meeting closed at 2100

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.