



Minutes of Carlton Colville Town Council On-Line via Zoom meeting on Wednesday 2nd December 2020

The meeting started at 7.00 pm

MINUTES

1. **To Note Members Present and to receive, note and accept apologies for absence**
Present: Chair Julie Hall, Vice-Chair Jill Tyler, Councillors Ryan Williams, Paul Radforth, Chris Thomas, Adam Robertson, Clare Varela. SCC – Melanie Vigo DiGalidoro. ESC Craig Rivett, Allotment Chair David Peek, East Anglia Transport Museum, Tim Major, IMPACT detached Youth Ian Castro Members of public 0
Apologies: ESC Jenny Ceresa
Absent: Councillors Christine Fair, Derek Fletcher
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 4th November – (to be dropped at the Chairman's in advance of the meeting along with the payments)**
It was RESOLVED by all that these were a true and accurate record 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**
A newsletter had been circulated to Councillors prior to the meeting. Melanie had received a complaint from residents on Swallowfield/Ravendale about cars parking on a verge corner which was churning up the grass she has suggested planting trees to combat this which fits with the Town Councils Neighbourhood plan ethos. 3rd Crossing should have spades in the ground in the New Year.
 - b. **East Suffolk Councillors**
Covid business grants were up and running on the ESC website. Community Partnership funding for the following projects in Carlton Colville, Kessingland and Southwold had been approved. £800 for slipper swap, £5000 for Talking Benches, £2000 Voice of a Friend, £15000 small grant scheme £500-£1500 with a 6 week window to focus on social isolation.
 - c. **Patients Participation Group at Rosedale Surgery**
A meeting had been arranged but no Zoom invites were sent out

d. IMPACT Detached Youth

Now finished going out until February. Next year a monthly report to be prepared in advance of the meeting. Chris Thomas expressed concern about Ashburnham Way shops when dark some public felt intimidated. Ian to monitor but had had no reports of anti-social behaviour from the police, it was felt it was perception not any actual wrong doings i.e. several cars meeting up at night.

e. East Anglia Transport Museum

Open again 5th 12th 19th Dec and considering 13th and 20th with a festive flavour. To overcome the numbers can that visit with the current restrictions a structure with exhibits has been ordered to be erected on the newly acquired land. ESC planning are aware and retrospective planning permission will be required. Still in talks with SCC about drainage issues on the site

f. Allotments

The 2 plots that were given notice to leave have vacated the site and 2 new plot holders have been sourced. Derek Fletcher had a site visit with one plot owner who had been given a warning and will continue to do monthly inspections from January 2021. School work is continuing with children.

g. Carlton Colville Community Centre

Due to the lockdown in November the AGM had been rearranged to 8th December so no report until next month.

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.

No members of the public were present

7. **To agree payments for November 2020. List to be circulated prior to meeting**

Spend v budget circulated

It was RESOLVED by all to pay all 5 cheques totalling £2546.25 and 2 Direct Debits £175.08

Bank Statement for October was signed

VAT for quarter 2 received £477.73

8. **To consider flooding issues and a plan to take issues forward**

Following Craig's historic information it was decided to take the following plan of action.

Clerk to use Highways Tool to report blocked drains in Famona Road/The Street. A log of all flooding including photographs would be kept and reported during winter 2020/2021 and if no action was taken then Mel and Craig would take this up with Highways. Work on Velda Way flood defences as part of the Lowestoft Flood Risk Management was progressing.

9. **To agree the Town Council Action Plan for 2021/2022**

It was RESOLVED by all to accept this plan and to revisit it bi-annually and keep as a working document.

10. **To receive suggestions for charitable donations allocation £1480**

It was RESOLVED by all to agree a £500 donation to a local food bank. Clerk to find out from ESC communities team which one that Carlton Colville Residents may use and it was also RESOLVED that if this was needed before the next meeting that the cheque could be drawn up, signed and issued.

11. To decide whether an award for Best Christmas Lights and subsequent donation should take place and how this will be operated

Councillors to go out individually and take photos of their nominations and send to the clerk by 20th December who would decide the winner. It was RESOLVED by all to award a small trophy and a £50 donation to a charity of the winner's choice.

12. To approve the budget and precept request for 2021/2022 subject to any major change from East Suffolk Council.

The clerk gave an overview of the budget which was discussed at the Finance and Personnel committee meeting on 23rd November 2020. It was RESOLVED by all that the clerks salary should increase by the National Joint Council recommendation backdated to April 2020 also for the extra days holiday as per NJC, and to move her up 1 scale point to SCP25 from April 2021.

It was proposed by Councillor Hall and Seconded by Councillor Varela and RESOLVED by all to agree the budget figures of £47815 for 2021/2022 and agree a 0% increase in the precept meaning a claim of £56422 from East Suffolk Council subject to any major change received in January 2021. It was also RESOLVED by all that the earmarked funds/reserves in the table below could be moved during the year to allow for changing priorities and circumstances.

2021/2022 Ring Fenced/Reserves	
General Reserves	57021
Childrens Activities	1500
Neighbourhood Plan	9000
Deepdale Play Area	55000
CIL (towards Play equipment or Beccles Road Crossing)	8934
Community Hub/Community Centre	40000
Friendly Bench	10000
Voice of A Friend	2300
The Graylings	1000
Wharfdale/Aveling Way play areas	17000

13. To receive an update on the Graylings Community Garden and positioning of Friendly Bench

ESC were still looking into the ownership of the full site at the Graylings and this may take up to 3 months. A Facebook page would be made public to gauge support and recruit volunteers. A list of potential questions for the local survey of the houses in the area to be sent to the clerk for scrutiny.

The land at Rounces Lane, the potential site for The Friendly Bench was found to be a Housing Revenue Account so legal were looking into if this project could happen but it was hopeful for a resolution.

14. To give an update on the potential Beccles Road Crossing

A site meeting had taken place for the best possible position. A meeting between SCC's, Town Council, Highways had concluded that a traffic survey encompassing the 4 peak hours of vehicles and pedestrians would need to be carried out to justify this. Highways would try and identify what the hours were. Clerk had produced 2 survey monkey questions and

circulated to gauge public opinion and support and also contacted the Warren School for support.

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

Footpath at Bell Farm needs addressing with rotten sign, planning encroaching the path and stiles needing changing to make more disability friendly – clerk to write to SCC's for advice. Bottle Bank and clothing bank at Ashburnham Way need tidying up as there is lots of loose glass – clerk to contact environmental health.

14. **To close the meeting**

Meeting closed at 8.50 pm

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