



Minutes of the Carlton Colville Town Council meeting on Wednesday 8<sup>th</sup> January 2020 at the Methodist Church, Shaw Avenue, Carlton Colville.

The meeting started at 7.00 pm.

### MINUTES

1. To Note Members Present and to receive, note and accept apologies for absence  
Present: Chairman Julie Hall, Vice Chairman Jill Tyler, Councillors Adam Robertson, Paul Radforth, Chris Thomas, Christine Fair, Ryan Williams,  
Apologies: Derek Fletcher, Clare Varela  
East Suffolk Councillors: Jenny Ceresa, Craig Rivett  
Suffolk County Councillor: Melanie Vigo DiGallidoro  
David Peek – Allotments  
Members of the public: 2
2. To receive any declarations of interest regarding the agenda  
None
3. To consider applications for dispensation  
N/A
4. To approve and sign the minutes of the Town Council meeting 4<sup>th</sup> December 2019  
It was RESOLVED by all that these were a true and accurate record and they 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 – School car park has started. Flooding at Carlton Marshes access road meeting has been set up. Consultation about children’s centre on SCC website out shortly. Footpath at Rushmere road and the school in very bad disrepair and needs reporting. Signposting at new retail park is ongoing.
  - b. East Suffolk Councillors – Man living on Roundabout at Gisleham has been moved and been signposted to multi-agencies and site has been cleaned.
  - c. Patients Participation Group at Rosedale Surgery – System has changed the old online system is now discontinued. The new system is under the Rosedale Surgery website and is quite straight forward with only one week waiting to see a doctor. No phone appointments now being taken except for emergencies which has serious consequences for people without the internet. Next meeting 14<sup>th</sup> January 6 pm and there is a talk about Dementia. Clerk to write to Practice Manger and Senior Partner about lack of communication with the public given the aging population and the whole process now and need a response before the next meeting.
  - d. IMPACT Detached Youth – not present but good feedback from Carlton Meadow Park about older teenagers helping younger children with scooter tricks etc

- e. East Anglia Transport Museum – not present
- f. Allotments – Borrow Close very quiet especially with the wet weather. School work carrying on. Donation of another greenhouse which will be used for the Everitt 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 public asked about the third crossing contractor and whether the project was continuing the SCC said that there was no news that anything had changed and the decision from the Secretary of State was imminent.

- 7. To receive an update on actions from the previous meeting 6<sup>th</sup> November 2019
  - a. Noticeboards at Ribblesdale have been removed and written back to the solicitor
  - b. New sign had been installed at council office
- 8. To receive and note correspondence not discussed elsewhere on the agenda
  - a. Email thanking for painting the bus shelter from resident but now asking for Lowestoft Road where gas works completed to be looked at
  - b. To confirm a meeting had been re set up with Peter Aldous and the Southern Parishes – 31<sup>st</sup> January 2 pm at Methodist Church
- 9. To confirm receipt of minutes from meetings held since 4<sup>th</sup> December 2019  
Planning Committee meeting 18<sup>th</sup> December 2019
- 10. To agree payments to be made for December 2019  
List circulated prior to meeting  
November and December's bank statements and reconciliation signed  
Spend v budget circulated  
It was RESOLVED by all that all 4 cheques totalling £2490.06 and 1 direct debit for £78.65 should be paid
- 11. To confirm that the Internal Financial Risk Assessment had been completed by Councillor Fair  
This was signed with no issues to take forward
- 12. To appoint 2019/2020 Internal Auditor  
It was RESOLVED by all to appoint SALC – clerk to arrange
- 13. To pass a resolution to confirm that the clerk can join the Local Government Pension Scheme from 1<sup>st</sup> April 2020  
It was RESOLVED by all that the clerk take forward arrangements to join the pension scheme from 1<sup>st</sup> April 2020
- 14. To discuss Annual Meeting of the Parish arrangements  
It was agreed that the Annual Meeting of the parish would take place on Monday 11<sup>th</sup> May at 7 pm and would showcase and incorporate the users of the new Community Hub
- 15. To appoint the Internal Auditor for 2019/2020

This was a repeat agenda item addressed at 12.

16. To appoint an allotments representative  
Clerk would talk to Councillor Derek Fletcher about this matter and report back next month
17. To update and discuss next steps about Methodist Church  
Lease still not signed but the business plan is finished. The hirer's event was successful and the types of organisations that the trustees want to attract are coming forward to show interest and potentially book.
18. To discuss VE day celebrations in collaboration with East Anglia Transport Museum  
Paul Radforth to contact Tim and Chris Brooks and Bob Collis about having an event and report back
19. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda  
Councillor Tyler has been approached by Everitt Academy about helping with the knitting and sewing.
20. To close the meeting  
Meeting closed 8.06 pm

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